



Executive Committee Revised Agenda

Date: Tuesday, December 2, 2025
Time: 10:00 a.m.
Location: Hotel Grand Pacific - Denman Room
463 Belleville Street, Victoria BC, V8V 1X3

	Pages
1. CALL TO ORDER	
2. TERRITORIAL ACKNOWLEDGEMENT	
3. APPROVAL OF AGENDA	
3.1 Introduction of New Items	
3.2 Approval of Agenda	
3.2.1 Agenda Context Notes	4 - 4
4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING	
Nothing to report.	
5. ADOPTION OF MINUTES	
For review and adoption.	
5.1 Draft Executive Committee Meeting Minutes of November 19, 2025	
Late item.	
6. FOLLOW UP ACTION LIST AND UPDATES	
6.1 Follow Up Action List/Director/CAO Updates	5 - 13
6.2 Local Trust Committee Chair Updates and Reports on Local Advocacy Topics	
6.3 Islands Trust Conservancy Liaison Update	
7. BYLAWS FOR APPROVAL CONSIDERATION - None	
8. TRUST COUNCIL MEETING PREPARATION	
All items under this heading are for review and forwarding to December's Trust Council Quarterly meeting agenda.	
8.1 Executive	

8.1.1	Summary of Standards of Conduct Investigation Report - Request for Decision	14 - 16
8.1.2	Notice of Motion from Previous Meeting	
	THAT Trust Council request staff to provide options for local trust committees to obtain the permission to hold advisory body meetings by means of electronic or by other communication facilities. Trustee Stamford See Agenda Context Notes.	
8.2	Planning Services	
8.2.1	Request for Trust Council Sponsorship of Development Application Fee - Request for Decision	17 - 29
8.2.2	Response to Bill M216 - Professional Reliance Act - Request For Decision	30 - 35
8.3	Financial and Employee Services	
8.4	Trust Area Services	
8.5	Legislative and Information Services	
9.	EXECUTIVE COMMITTEE PROJECTS - None	
9.1	Trust Council Initiated	
9.1.1	Executive	
9.1.2	Trust Area Services	
9.1.3	Planning Services	
9.1.4	Financial and Employee Services	
9.1.5	Legislative and Information Services	
9.2	Executive Committee Initiated	
9.2.1	Executive	
9.2.2	Trust Area Services	
9.2.3	Planning Services	
9.2.4	Financial and Employee Services	
9.2.5	Legislative and Information Services	
10.	NEW BUSINESS	
10.1	Executive/Trust Council	
10.2	Trust Area Services	

10.2.1 Salt Spring Island Local Trust Committee Request for Chair Letter to Minister Boyle re Salt Spring Island Visit - Discussion

THAT Executive Committee request staff to draft a letter from the Chair to the Minister of Housing and Municipal Affairs conveying thanks for her visit to Salt Spring Island and expressing an interest in working the Ministry on how rural and island-specific housing needs can be more accurately reflected in future housing needs assessments.

See Agenda Context Notes.

10.2.2 Association of Vancouver Island and Coastal Communities (AVICC) Potential Resolution - Discussion

10.3 Planning Services

10.4 Financial and Employee Services

10.5 Legislative and Information Services

11. CORRESPONDENCE (for information unless raised for action) - None

12. WORK PROGRAM

12.1 Review and amendment of current work program

36 - 40

13. NEXT MEETING

The next Executive Committee meeting will take place electronically on Wednesday, December 17, 2025 at 9:15 a.m.

14. CLOSED MEETING

THAT the meeting be closed to the public subject to Sections 90(1)(g) of the Community Charter in order to consider matters related to litigation or potential litigation affecting the Islands Trust, and that staff attend the meeting.

15. ADJOURNMENT

Agenda No.	From	Context Notes
8.1.2	Executive Coordinator	Trustee Stamford requests that her motion be brought forward to this meeting without accompanying documentation, for subsequent inclusion on the Trust Council agenda.
10.2.1	Director, Trust Area Services	On October 16, 2025, the Salt Spring Island Local Trust Committee passed the following resolution: <i>That the Salt Spring Island Local Trust Committee requests a letter from the Chair of Trust Council thanking the Minister of Housing and Municipal Affairs for her visit to Salt Spring Island and seeking to work with the Ministry on housing needs data.</i>

Follow Up Action Report

Executive Committee

Chief Administrative Officer

Progress	Activity	Responsibility	Dates	Status
75%	1 Explore future education/workshop sessions on decision-making to benefit trustees.	Rueben Bronee	Meeting: 24-May-2023 Target: 13-Mar-2026	In Progress
100%	2 Staff to forward all relevant agenda items to the December Trust Council Quarterly Meeting agenda.	Rueben Bronee	Meeting: 19-Nov-2025 Target: 21-Nov-2025	Completed
100%	3 Staff to forward the Association of Vancouver Island and Coastal Communities 2026 Call for Nominations to trustees via email.	Rueben Bronee	Meeting: 19-Nov-2025 Target: 21-Nov-2025	Completed

Director Legislative Services and Information Services

Progress	Activity	Responsibility	Dates	Status
0%	1 Investigate options for policies or policy updates for formal opportunities for First Nations presentations and engagement at Trust Council meetings.	Clare Frater David Marlor	Meeting: 07-Oct-2021 Target: 08-Dec-2026	In Progress
50%	2 Staff to prepare a primer on principles of the meeting assembly based on the guidelines from the training session May 19, 2022 along with clarification on points of order.	David Marlor	Meeting: 15-Jan-2025 Target: 03-Mar-2026	In Progress
0%	3 Staff to draft options for an updated version of Policy 6.12.2 UBCM/AVICC MEMBERSHIP AND RESOLUTIONS. Expect to send to Governance Committee for consideration in policy amendments and staff will draft operational procedures for Executive Committee to consider.	David Marlor	Meeting: 17-Jun-2025 Target: 03-Mar-2026	In Progress
75%	4 Staff will review the Resolution Without Meetings (RWMs) policy further and report back with findings and recommendations.	David Marlor	Meeting: 02-Jul-2025 Target: 03-Mar-2026	In Progress

Follow Up Action Report

Executive Committee

Director Legislative Services and Information Services

Progress	Activity		Responsibility	Dates	Status
50%	5	Staff to amend the Islands Trust Council Meeting Procedures Bylaw No.101 to reflect the fact that the Islands Trust is unable to proceed with its first Trust Council meeting of a new term until Bowen Island Municipality formally appoints two Bowen Island Municipality Councilors as Islands Trust Trustees, which occurs in the first couple weeks of November.	David Marlor	Meeting: 29-Oct-2025 Target: 02-Jun-2026	In Progress
50%	6	Staff to inform the Governance Committee that Executive Committee request Governance Committee that policy 6.12.2 UBCM/AVICC Membership and Resolutions be included in the policies queued for amendment updates before the end of the term.	David Marlor	Meeting: 19-Nov-2025 Target: 30-Nov-2025	In Progress

Follow Up Action Report

Executive Committee

Director of Planning Services

Progress	Activity	Responsibility	Dates	Status
66%	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-2026	In Progress
0%	2 Staff to forward the Short Term Rental Accommodation - Principal Residence Opt-In Update Briefing to all local trust committees.	Stefan Cermak	Meeting: 03-Sep-2025 Target: 15-Sep-2025	In Progress
100%	3 Staff to inform relevant planning staff that: ·Executive Committee approved Mayne Island Local Trust Committee Bylaw No. 194, cited as "Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2024" in accordance with Section 27 of the Islands Trust Act; and, ·Executive Committee approved Mayne Island Local Trust Committee Bylaw No. 195, cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2024" in accordance with Section 27 of the Islands Trust Act.	Stefan Cermak	Meeting: 19-Nov-2025 Target: 20-Nov-2025	Completed

Follow Up Action Report

Executive Committee

Director of Planning Services

Progress	Activity	Responsibility	Dates	Status
100%	4 Staff to inform relevant planning staff that: ·Executive Committee approved Salt Spring Island Local Trust Committee Bylaw No. 543, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025" in accordance with Section 27 of the Islands Trust Act; and, ·Executive Committee approved Salt Spring Island Local Trust Committee Bylaw No. 544, cited as "Salt Spring Island Official Community Plan Bylaw No. 434, 2008, Amendment No. 1, 2025" in accordance with Section 27 of the Islands Trust Act; and, ·Executive Committee approved Salt Spring Island Local Trust Committee Bylaw No. 545, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 3, 2024" in accordance with Section 27 of the Islands Trust Act.	Stefan Cermak	Meeting: 19-Nov-2025 Target: 20-Nov-2025	Completed

Director, Financial and Employee Services

Progress	Activity	Responsibility	Dates	Status
51%	1 Staff to add to a future EC agenda: Honoraria for Indigenous elders providing welcomes or presentations at local trust committee meetings.	Clare Frater Julia Mobbs	Meeting: 20-Dec-2023 Target: 18-Mar-2026	In Progress
0%	2 Staff to forward the Enhanced Mental Health Benefits for Trustees - Request For Decision to the March Trust Council Quarterly Meeting agenda.	Julia Mobbs	Meeting: 19-Nov-2025 Target: 25-Feb-2026	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 David Marlor	Meeting: 07-Oct-2021 Target: 08-Dec-2026	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-2026	In Progress
66%	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-2026	In Progress
51%	4 Staff to add to a future EC agenda: Honoraria for Indigenous elders providing welcomes or presentations at local trust committee meetings.	Clare Frater Julia Mobbs	Meeting: 20-Dec-2023 Target: 18-Mar-2026	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
15%	5 Staff to develop a protocol agreement in cooperation with Snuneymuxw First Nation for Trust Council's consideration. ON HOLD at request of Snuneymuxw First Nation.	Clare Frater	Meeting: 05-Jun-2024 Target: 31-Mar-2026	In Progress
25%	6 Implement the Executive Committee approved "The Role of the Trust" webinar project charter.	Clare Frater	Meeting: 05-Jun-2024 Target: 31-Mar-2026	In Progress
10%	7 Staff to develop a protocol agreement in cooperation with Quw'utsun (Cowichan) Nation for Trust Council's consideration.	Clare Frater	Meeting: 24-Jul-2024 Target: 31-Mar-2026	In Progress
0%	8 Staff to put on a future Executive Committee meeting agenda for Executive Committee to consider: "that the Executive Committee acting as a Local Trust Committee (Ballenas-Winchelsea Islands) request that the Executive Committee consider a policy on engagement and communication with First nations in the Trust area, to be developed with Local Trust Committees, with respect to standing resolutions on Reconciliation and engagement with local First Nations. "	Clare Frater Joe Elliott	Meeting: 18-Jun-2024 Target: 04-Feb-2026	In Progress
49%	9 Staff, with advice from Trustee Elliott, to draft a letter to Snuneymuxw First Nation to gauge their interest in a joint meeting and mention that there is an opportunity to jointly apply for up to a \$20,000 Union of BC Municipality Community to Community Grant. In preparation for a potential grant application with Snuneymuxw First Nation staff to estimate associated costs, and report back to Executive Committee. (ON HOLD)	Clare Frater	Meeting: 18-Dec-2024 Target: 31-Mar-2026	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
100%	10 Staff to provide advice to the Hornby Island Local Trust Committee regarding a letter of support for the Hornby Island Community Economic Enhancement Corporation's application for nominal rent tenure on 10ha of Crown land for the purpose of supporting provision of workforce housing.	Clare Frater	Meeting: 26-Feb-2025 Target: 30-Jan-2026	Completed
0%	11 Staff to report back on provincial advocacy options concerning issuance of a 30-year subtidal aquaculture Licence of Occupation in a marine area where zoning does not permit aquaculture use.	Clare Frater	Meeting: 23-Apr-2025 Target: 17-Dec-2025	In Progress
96%	12 Staff to coordinate the delivery of two professional development workshops focused on addressing Indigenous-specific racism for 20 participants comprised of at least 10 staff and up to 10 trustees (with priority to Chair, Vice-Chairs, Conservancy Chair and trustees in the Reconciliation Learning Group), with any spots not taken by trustees to be used by staff that will be engaging with First Nations.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 20-Feb-2026	In Progress
15%	13 Staff to cooperate with Tsartlip First Nation and Tseycum First Nation via the W_SÁNEC Leadership Council Society, to develop an agreement for Trust Council consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 15-Sep-2026	In Progress
80%	14 Staff to apply for, and, if successful, manage a \$20,000 grant from the UBCM Community to Community grant program to support a relationship building event with Tsawout First Nation.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 30-Apr-2026	In Progress
2%	15 Staff to develop a protocol agreement in cooperation with Tsawout First Nation for Trust Council's consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 31-Mar-2026	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
100%	16 Trust Council Direction: that Executive Committee and the Chair write to Minister Boyle, and copy the office of the Premier, expressing appreciation for the presence and words of Doug S. White at the September Trust Council meeting.	Clare Frater	Meeting: 18-Sep-2025 Target: 21-Nov-2025	Completed
100%	17 Staff to e-mail trustees, the Island Trust Conservancy Board and staff requesting suggestions for topic(s) for the Islands Trust resolution(s) for the 2026 AVICC/UBCM conventions.	Clare Frater	Meeting: 19-Nov-2025 Target: 21-Nov-2025	Completed

Follow Up Action Report

Executive Committee

Senior Indigenous Relations Advisor

Progress	Activity	Responsibility	Dates	Status
0%	1 Staff to put on a future Executive Committee meeting agenda for Executive Committee to consider: "that the Executive Committee acting as a Local Trust Committee (Ballenas-Winchelsea Islands) request that the Executive Committee consider a policy on engagement and communication with First nations in the Trust area, to be developed with Local Trust Committees, with respect to standing resolutions on Reconciliation and engagement with local First Nations. "	Clare Frater Joe Elliott	Meeting: 18-Jun-2024 Target: 04-Feb-2026	In Progress
96%	2 Staff to coordinate the delivery of two professional development workshops focused on addressing Indigenous-specific racism for 20 participants comprised of at least 10 staff and up to 10 trustees (with priority to Chair, Vice-Chairs, Conservancy Chair and trustees in the Reconciliation Learning Group), with any spots not taken by trustees to be used by staff that will be engaging with First Nations.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 20-Feb-2026	In Progress
15%	3 Staff to cooperate with Tsartlip First Nation and Tseycum First Nation via the W_SÁNEC Leadership Council Society, to develop an agreement for Trust Council consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 15-Sep-2026	In Progress
80%	4 Staff to apply for, and, if successful, manage a \$20,000 grant from the UBCM Community to Community grant program to support a relationship building event with Tsawout First Nation.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 30-Apr-2026	In Progress
2%	5 Staff to develop a protocol agreement in cooperation with Tsawout First Nation for Trust Council's consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 31-Mar-2026	In Progress



REQUEST FOR DECISION

To: Trust Council **For the Meeting of:** December 2, 2025
From: Executive Committee **Date Prepared:** November 25, 2025
SUBJECT: Summary of Standards of Conduct Investigation Report

RECOMMENDATION:

1. That Trust Council endorse the two recommendations of the Standards of Conduct Investigation Report on the May 29, 2025 complaint submitted by Trustee Harris.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: In accordance with the Standards of Conduct Policy, I served in an advisory capacity to Executive Committee in facilitating the process to resolve the conduct complaint that is the subject of this request for decision. I am confident the process followed the provisions of the Standards of Conduct Policy, and that all parties participated appropriately in that process.

1 PURPOSE:

To provide a summary of the report on the investigation into a Standards of Conduct complaint submitted by Trustee Harris against Trustee Evans under Trust Council Policy 2.1.2, Standards of Conduct, and confirm whether Trust Council endorses the recommendations of the investigator.

2 BACKGROUND:

Trust Council Policy 2.1.2, Standards of Conduct, allows for Islands Trust staff or trustees to submit formal complaints regarding the conduct of a trustee. Complaints are submitted to Executive Committee, which serves as the Standards of Conduct Review Panel, and the Chief Administrative Officer (CAO), who serves in an advisory capacity to the panel.

On May 29, 2025, Trustee Harris submitted a complaint alleging that Trustee Evans breached the Standards of Conduct while she was chairing a virtual meeting of the Trust Programs Committee that afternoon by:

1. Inaccurately characterizing a comment he made as “abusive” and “unsafe” in order to limit his participation in the meeting.
2. Penalizing him, when he disputed the characterization, by failing to recognize the proper order of speakers and removing him from the meeting.

Consistent with policy, initial efforts were made to seek to resolve the complaint through informal measures. When this proved unsuccessful, Trustee Harris advised that he wished to proceed to an investigation process as provided for in the policy. With the support of Executive Committee in its capacity as the Review Panel, the CAO recommended Deanna Brummitt of Southern, Butler, Price LLP as an independent third party with the appropriate experience, knowledge and skills to undertake the investigation. Both Trustee Harris and Trustee Evans agreed to the appointment of Ms. Brummitt as the investigator.

Consistent with policy, the investigator undertook a preliminary assessment of the complaint and determined it was appropriate to continue with a full investigation. Upon completion of that investigation, the investigator submitted a written report to Executive Committee (via the CAO) and to both parties to the complaint.

The Standards of Conduct Policy provides that:

5.2.7 The Executive Committee shall provide the Report or a summary of the Report to Trust Council. The Report or summary shall be provided to Trust Council at an in-camera meeting if the subject falls under Section 90 of the Community Charter.

5.2.8 When a Report or a summary of a Report is presented to Trust Council, Trust Council will decide whether the recommendations in the Report, in whole or in part, or whether an alternate allowable sanction, will be imposed.

The subject of the report does not fall under Section 90 of the *Community Charter*, and this request for decision is submitted as a summary of the report for consideration by Trust Council.

The primary findings of the investigator's report include:

- That Trustee Evans did not breach the Standards of Conduct.
- That there was nothing abusive or unsafe about Trustee Harris' use of the words "contradictory and hypocritical" and that these words constitute appropriate comment in the context of a policy debate.
- That Trustee Evans' use of the word "abusive" was in reference to Trustee Harris' behaviour, and not in reference to his language.
- That Trustee Evans acted appropriately within her authority as chair to caution Trustee Harris about speaking over and interrupting other meeting participants, and to subsequently have Trustee Harris removed from the meeting.
- That there is a need to ensure meeting procedure rules are applied equally and fairly, and that chairs exercise their discretion to intervene cautiously and only when necessary, recognizing the importance of ensuring all Trustees are able to express themselves without undue restriction.
- That there is some confusion about the applicable procedures and policies to follow for Trust committee meetings and what constitutes acceptable Trustee conduct, as well as the role and authority of the chair.

Based on these findings, the investigator makes two recommendations:

1. Reoffering the June 2025 Trust Council training on conduct (or an equivalent) to Trustee Harris, either on a one-on-one basis or with any other Trustees who also did not attend. Trustee Evans could be invited to attend as a refresher and so that she and Trustee Harris undertake the education together as an opportunity to explore building some common understandings.
2. Ongoing education for all Trustees on the Standards of Conduct as well as the Meeting Procedures Bylaw and how it relates to Trust committee meetings, with particular consideration for the need to maintain order and decorum while not putting up barriers to meaningful participation, and to how to disagree respectfully.

If Trust Council endorses recommendation 1, that does not obligate Trustee Harris or Trustee Evans to participate in a training session. But if there was a desire to participate, staff would identify options to make the training available.

With regard to recommendation 2, staff are already preparing to address conduct and meeting procedures as a part of the onboarding and orientation of the incoming Trust Council after the 2026 election. If desired by Council, staff can also provide a briefing for trustees in the interim to clarify the application of the Meeting Procedures Bylaw for committee meetings.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The proposed training, if accepted, would be delivered by an external consultant, which will require minimal staff time to coordinate. Similarly, a briefing in relation to recommendation 2 can be prepared by staff for the March Trust Council meeting.

FINANCIAL: The proposed training can be accommodated within the remaining budget for Trust Council training this fiscal year.

POLICY: N/A

IMPLEMENTATION/COMMUNICATIONS: Staff will update the Trust Council Follow Up Action Report and Executive Committee work plan as required.

FIRST NATIONS RELATIONS: N/A

OTHER: N/A

- 4 **RELEVANT POLICY(S):** [Trust Council Policy 2.1.1 Standards of Conduct](#) and [Trust Council Meeting Procedures Bylaw 101](#).

- 5 **ATTACHMENT(S):** N/A

RESPONSE OPTIONS

Recommendation:

That Trust Council endorse the two recommendations of the Standards of Conduct Investigation Report on the May 29, 2025 complaint submitted by Trustee Harris.

Alternative:

- Trust Council can choose to reject either or both recommendations of the report.
- Trust Council can determine an alternate action or actions in response to the findings of the report.

Prepared By: Rueben Bronee, CAO, November 24, 2025



REQUEST FOR DECISION

To: Trust Council **For the Meeting of:** December 2, 2025

From: Shalini Nakai, Planning Team Assistant **Date Prepared:** November 17, 2025

SUBJECT: Request for Trust Council Sponsorship of Development Application Fee

RECOMMENDATION:

1. That the Trust Council approve financial sponsorship in the amount of \$1,592 for rezoning application PLRZ20250368 (3661 Piercy Road, Denman Island), requiring an amendment to Denman Land Use Bylaw No.186

DIRECTOR'S COMMENTS:

1. PURPOSE:

The purpose of the Request for Decision (RFD) is to present Trust Council for consideration the development application fee sponsorship request submitted by the Denman Community Housing Society (DCHS).

2. BACKGROUND:

The Denman Community Housing Society (DCHS), based on Denman Island, has submitted an application seeking sponsorship of a development application fee. DCHS is a registered society dedicated to providing permanently affordable housing at below-market rates for low and modest-income households and seniors on Denman Island. The society was formed through the amalgamation of the Denman Community Land Trust Association (DCLTA) and the Denman Housing Association (DHA). DCHS continues the mandate of both predecessor organizations, specifically to address the long-recognized need for affordable housing on Denman Island.

Emcon Services Inc., the current owner of the land proposed for acquisition, has agreed that upon completion of the rezoning, title to the rezoned parcel will be transferred to DCHS. DCHS is the successor organization to DCLTA, with which Emcon Services Inc. originally entered into a Memorandum of Understanding.

The rezoning application proposes to amend the Denman Land Use Bylaw No. 186 by changing the zoning of the subject property at 3661 Piercy Road from Institutional to R4 (Community Housing) to permit the development of eight units of affordable housing. This part of the property is currently subject to a subdivision application filed with MOTT on July 14, 2025 (File #2025-02369). The applicant submitted the fee sponsorship request along with the application package. Staff have reviewed the proposal and confirmed that a rezoning application is required. The applicable fee for this application is \$1,592. Please see the attached Development Application Fee Sponsorship Form.

3. IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

None.

FINANCIAL:

Approval of this sponsorship application would reduce the funds that would otherwise be collected through the development application fee. Trust Council has allocated funds within the 2025/26 budget to offset the costs associated with applications approved for sponsorship.

Should the sponsorship be approved, the \$1,592 application fee will be paid from the Trust Council sponsorship fund and refunded to the applicant. The total budget allocated for fee sponsorships for the 2025/26 fiscal period is \$15,000, of which about \$10,118 remains available at the time of preparing this report.

POLICY:

The attached application for Trust Council sponsorship of development application fee has been reviewed and found consistent with the new guidelines under Islands Trust Policy 4.1.13. This policy authorizes Trust Council to assume sponsorship of a development application for a specific property or properties and to pay the applicable fee on behalf of the applicant.

Please note that the amendments to the Island Trust Policy 4.1.13 has been drafted, and a Request for Decision regarding the amended policy will be submitted to next Trust Council meeting in March.

IMPLEMENTATION/COMMUNICATIONS:

Staff will inform the applicant of Trust Council's decision regarding their request and will continue to process the rezoning application in accordance with that decision.

FIRST NATIONS:

None.

OTHER:

None.

4. RELEVANT POLICY(S):

Islands Trust Policy 4.1.13 (New Guidelines - Draft)

5. ATTACHMENT(S):

- a) Development Application Fee Sponsorship Form
- b) Receipt of Application Fee
- c) Memorandum of Understanding between Emcon Services Inc. and Denman Community Land Trust Association
- d) Amalgamation Certificate

RESPONSE OPTIONS

Recommendation:

1. That Trust Council approve financial sponsorship in the amount of \$1,592 for rezoning application PLR2025368 (3661 Piercy Road), which proposes an amendment to Denman Island Land Use Bylaw No. 186 to allow the development of eight affordable housing units on the subject property.

Alternative:

1. That Trust Council approve financial sponsorship of \$796 (50%) for rezoning application PLR2025368 (3661 Piercy Road) which proposes an amendment to Denman Island Land Use Bylaw No. 186 to allow the development of eight affordable housing units on the subject property.

Prepared By: **Shalini Nakai, Planning Team Assistant**

Reviewed By/Date: **Renée Jamurat, RPP MCIP, Regional Planning Manager – November, 2025**



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

Development Application Fee Sponsorship Application Form

*Under Islands Trust Policy 4.1.xiii, Trust Council Executive Committee may sponsor development application fees.
When applying for sponsorship, please submit this form, or the details in a letter, **with your development application.**
Applicants are encouraged to file this form with or after their development application.*

To be eligible for Executive Committee Sponsorship:

- ✓ The applicant is a non-profit agency or organization seeking to establish, expand or modify a facility for the benefit of the community at large and consistent with goals in the Official Community Plan (OCP).
- ✓ The applicant is an established or establishing institution supported by taxpayers that is seeking to establish, expand or modify a community facility. (Potential sponsorship of up to one half of the costs of the application)
- ✓ The applicant seeks to implement specific objectives of an OCP with broad community benefits.

The following are NOT eligible for Executive Committee Sponsorship:

- ✗ The applicant is a registered for-profit corporation under the Corporations Act.
- ✗ The applicant is a non-profit agency or organization seeking to establish, expand or modify a facility that would not benefit the community at large.
- ✗ An applicant claims that he or she cannot afford the cost of the application, and the application would not otherwise qualify for sponsorship or initiation.
- ✗ ALR and Subdivision referral application fees are not eligible.

SECTION 1: APPLICANT INFORMATION

(Please print or type all sections)

Organization Name: **Denman Community Housing Society**
Primary Contact: **Simon Palmer**
Address: **1151 Northwest Road, Denman Island, BC, V0R1T0**
Telephone: **250 335 2559** E-mail: _____

Charitable Status Number (If applicable): **84680 0936 RR0001**

Organization Mandate (Attach bylaws, constitution or cite organization website): _____

Bylaws & Constitution attached

Bylaws & Constitution attached

Board Members (Name, Position): Pamela Willis - President, Dave Ricketts - Vice President, Nancy Hoyano - Secretary, Christopher Porter - Treasurer

Gracie Macdonald, Sue Hammell, Miki Fox, Lleilah Chernovski, Chris Wardman, Simon Palmer

Gracie Macdonald, Sue Hammell, Miki Fox, Lleilah Chernovski, Chris Wardman, Simon Palmer

SECTION 2: DEVELOPMENT APPLICATION INFORMATION

Check development application where fee refund is requested:

- ☒ Official Community Plan
☒ Zoning Bylaw Amendment
☐ Development Permit

- ☐ Development Variance Permit
☐ Temporary Use Permit
☐ Other: _____

Development Application Submitted? ☒ Yes ☐ No

Application #: PLRZ20250368

Development Application Fees Paid (Amount): \$1,592

Receipt #: _____

SECTION 3

Objective of Development Application: _____

To meet in part the affordable housing needs of Denman Island

To create 8 units of affordable housing

Describe how the Development Application furthers official community plan goals: _____

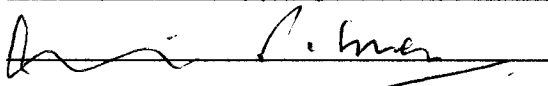
To ensure a continuing diverse community

To ensure a continuing diverse community

SECTION 4

I/we declare that all of the above statements and the information contained in the material submitted in support of the application are to the best of my/our knowledge true and correct.

Printed Name: SIMON PALMER

Signature: 

Date: Feb. 9, 2025

Contact Information (e-mail and/or phone): SIMON.PALMER23720@GMAIL 250-335-2559

INFORMATION TO BE COMPLETED BY ISLANDS TRUST

Date of Executive Committee Consideration: _____

Decision: _____

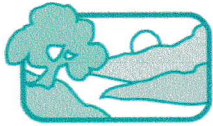
Financial Details: _____

Fee Refunded: _____

Organization Charitable Status Number: _____

LTC Notified (Date): _____

Applicant Notified (Date): _____



Islands Trust
www.islandstrust.bc.ca

Victoria Office
200 - 1627 Fort Street
Victoria, BC V8R 1H8
(250) 405-5151
southinfo@islandstrust.bc.ca

Galiano, Mayne, North Pender,
Saturna, South Pender Islands

Salt Spring Office
1 - 500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
(250) 537-9144
ssinfo@islandstrust.bc.ca

Salt Spring Island

Northern Office
700 North Road
Gabriola Island, BC V0R 1X3
(250) 247-2063
northinfo@islandstrust.bc.ca

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

Planning Application Authorization Form

Applicant:

Name

SIMON PALMER

Mailing Address

1151 Northwest Rd Denman Island V0R1T0

Phone

250-650-5846

Company

Denman Island Community Housing Society

Email

simonpalmer3720@gmail.com

Declaration:

As the owner or agent authorized to act on behalf of the owner(s) of the subject property, I declare the information submitted in support of this application is true and correct in all respects.

Signature

Owner Authorization:

As the registered owner(s) of the subject property, I/we declare that the information submitted in support of this application is true and correct in all respects. I/we hereby authorize Islands Trust staff or their contractors to conduct site inspections of the subject property for the purpose of processing this application, and hereby authorize and appoint:

Print Name (Complete if applicant is not the owner(s))

... to serve as the agent for this application, and communicate with Islands Trust staff and Islands Trust bodies on our behalf.

All registered owners on title must be listed on and sign the application. Corporations must include a list of directors.

Name/Company Name

Emcon Services Inc.

Mailing Address

105-1121 McFarlane Way
Merrett BC V1K1B9

Phone

250-378-4176 (309)

Email

emcon1@emconservices.ca

Signature

[Handwritten Signature]

Print Name

Date

May 22, 2025

Name/Company Name

Mailing Address

Phone

Email

Signature

Print Name

Date

Freedom of Information

The collection of personal information, for the purpose of processing this application, is authorized under the Local Government Act, Community Charter and section 26(c) of the Freedom of Information and Protection and Privacy Act. Enquiries may be directed to a Deputy Secretary at any of the Islands Trust Offices, as noted on page 1 of this form. A request for information, under the Freedom of Information and Protection of Privacy Act may be made to: FOI Coordinator, Islands Trust, 200-1627 Fort Street, Victoria, BC V8R 1H8, Tel. (250) 405-5151, Fax (250) 405-5155.

Denman Community Housing Society Board of Directors is

1. Pamela Willis - Chair
2. Dave Ricketts - Vice Chair
3. Nancy Hoyano - Secretary
4. Christopher Porter - Treasurer
5. Paul Beauchemin
6. Gracie Macdonald
7. Chris Wardman
8. Leila Chernovski
9. Miki Fox
10. Sue Hammell
11. Simon Palmer

Islands Trust

Suite 200, 1627 Fort St.
Victoria, BC V8R 1H8
(250) 405 - 5151



Islands Trust

RECEIPT OF PAYMENT

Receipt Number:	202598
Receipt Date:	September 17, 2025
Date Paid:	September 17, 2025
Full Amount:	\$1,592.00

Payment Details:	Payment Method	Amount Tendered	Check Number
	Check	\$1,592.00	100000636571

Amount Tendered:	\$1,592.00
Change / Overage:	\$0.00
Contact:	DENMAN COMMUNITY HOUSING SOCIETY, Address:1151 NORTHWEST RD

FEE DETAILS

Fee Description	Reference Number	Amount Owing	Amount Paid
Denman - Affordable Housing	PLRZ20250368	\$0.00	\$1,592.00

DENMAN COMMUNITY HOUSING SOCIETY
1151 NORTHWEST ROAD
DENMAN ISLAND
BRITISH COLUMBIA, V0R 1T0

004

DATE 20 25 09 09

PAY TO THE
ORDER OF

Islands Trust

\$ 1592.00

one thousand five hundred & ninety-two

100 DOLLARS

Security features
included
Details on back.

FIRST CREDIT UNION
313 MCLEOD ROAD, P.O. BOX 158
UNION BAY, BC V0R 3B0

DENMAN COMMUNITY HOUSING SOCIETY

V Mac Pospic

C. J. Pate

FOR

Rezoning Application Fee

⑈004⑈ ⑆11410⑈809⑆ 100000636571⑈

MEMORANDUM OF UNDERSTANDING

Between

Emcon Services Inc.

And

Denman Community Land Trust Association

This Memorandum of Understanding (MOU) is entered into by and between: Emcon Services Inc. and the Denman Community Land Trust Association.

Emcon Services Inc. is one of the largest highway, road and bridge maintenance contractors in Canada. Its operations include British Columbia, where the company was founded in 1988.

The Denman Community Land Trust Association (DCLTA) is a registered charity (CRA registration number: 842230898RR0001) founded in 2008 with a mission to create secure, long-term affordable housing on Denman Island, B.C.

Purpose

The purpose of this MOU is to outline an agreement between the two parties that would see Emcon Services donate a portion of its property at 3661 Piercy Road, Denman Island to the DCLTA, which intends to build a seniors' housing facility, thereby helping to meet a well-established need for affordable, safe housing for seniors who wish to age in place in their island community.

Roles and Responsibilities

The DCLTA agrees to:

- Undertake the responsibility and expense of all activities required to obtain re-zoning and subdivision of the property for a seniors housing facility.
- At or just before re-zoning and subdivision approval is finalized, obtain – at the DCLTA's expense – a professional assessment of the estimated value of the property to be donated, with multiple appraisals requested based on commercial, industrial, and multi-family affordable residential zoning classifications. Upon transfer of the property to the DCLTA, issue Emcon Services Inc. with a charitable receipt based on the assessment of the property's value.
- Take the lead for communications associated with the project with parties such as Islands Trust and other government agencies, the public, and the media.

- Consult with and/or notify Emcon about any public communications about the project (consulting for new and significant developments such as the initial announcement of the MOU or the launch of a fundraising drive; notifying of communications that use agreed-to messages, such as responding to queries or providing project updates).
- Notify the current tenant of 3661 Piercy Road of the presence of DCLTA representatives on the property, if the tenant or its representatives are on site at the time.

Emcon Services Inc. agrees to:

- Once re-zoning and subdivision approval is finalized, donate to the DCLTA the western section of Lot 1, Section 18 Denman Island, Nanaimo District Plan 33612 Parcel Identification No. 000-252-069 at 3661 Piercy Road, (currently part of a highway works yard).
- Work with the DCLTA to delineate the boundaries of the property to be subdivided from Lot 1, Section 18 Denman Island, with the DCLTA to pay surveying and any related costs. The size of the subdivided property is expected to be approximately 3,000 square metres at a minimum. *Appendix 'A' - Sketch of area 7M*
- Allow publicity about this agreement for the purposes of re-zoning and subdivision applications, community consultation and engagement, fundraising and financing.
- Authorize DCLTA board members and their designates and contractors to enter the property at 3661 Piercy Road as needed with appropriate notice to Mainroad Services, the current tenants.

Reporting Requirements

- The DCLTA will report on project activities to Emcon every two months or as milestones occur.
- The DCLTA will be responsible for gathering data and submitting reports as required e.g., for subdivision and re-zoning applications, and financing or grant applications.
- Emcon Services will share with the DCLTA any data it has available that would support the actions required for subdivision, re-zoning and financing.

Timeframe

This MOU will commence on the date it is signed by the representative of each party. It will dissolve when the property is transferred to the DCLTA or when one of the parties notifies the other in writing that it is withdrawing from the agreement.

This Memorandum of Understanding is the complete agreement between Emcon Services Inc. and the Denman Community Land Trust Association. It may be amended by written agreement signed by each of the parties involved.

The MOU must be signed by a representative from each party who is officially authorized to sign on behalf of the organization.

Authorized Official - Emcon Services Inc

Name: Frank Rizzardo
Title: President
Address: 105-1121 McFarlane Way, Merritt, BC V1K1B9
Telephone(s): 250-378-4176
E-Mail Address: emcon1@emconservices.ca

Signature



Date of signature:

July 27, 2023

Authorized Official – Denman Community Land Trust Association:

Name: Stephanie Slater
Title: Co-Chair, Board of Directors
Address: c/o 3771 East Road, Denman Island, B.C., V0R 1T0
Telephone(s): 236-255-3339 (Stephanie's cell)
E-Mail Address: stephanieslater@telus.net, info@denmanaffordablehousing.org

Signature



Date of signature:

July 28, 2023



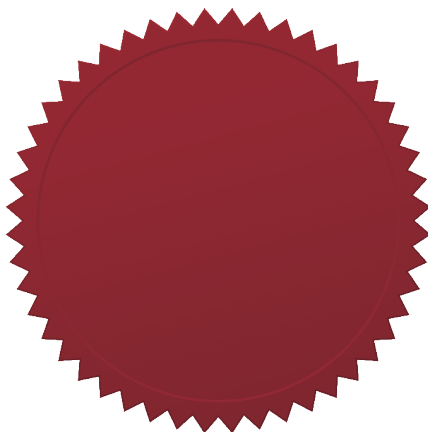
Number: S0080890

Societies Act
Certificate of Amalgamation

DENMAN COMMUNITY HOUSING SOCIETY

I Hereby Certify that ~

DENMAN COMMUNITY LAND TRUST ASSOCIATION, incorporation number S0054085,
and DENMAN HOUSING ASSOCIATION, incorporation number S0060366, were
amalgamated as one society under the name DENMAN COMMUNITY HOUSING SOCIETY
on August 13, 2024 at 09:45 AM Pacific Time.



Issued under my hand at
Victoria, British Columbia

A handwritten signature in black ink, appearing to read "T.K. Sparks", written in a cursive style.

T.K. SPARKS

REQUEST FOR DECISION

To: Trust Council

For the Meeting of: December 2, 2025

From: Planning Services

Date Prepared: November 27, 2025

SUBJECT: Response to Bill M216 – *Professional Reliance Act*

RECOMMENDATION: That Trust Council authorize the Chair, on behalf of Trust Council, to submit a letter opposing Bill M216 and requesting that the Province explicitly exempt the Islands Trust from the proposed legislation, and to complete a consultation questionnaire.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The concerns raised in this report are consistent with issues identified across the local government and professional planning sectors regarding Bill M216. Given the Islands Trust's unique mandate under the Islands Trust Act and the reliance of Trust bodies on the ability to review technical material in land use applications, there is a clear rationale for requesting that the Province consider an exemption similar to those applied in recent housing legislation. The recommended response is appropriate and timely.

1 PURPOSE:

To seek Trust Council direction regarding a formal response to Bill M216 – *Professional Reliance Act*.

2 BACKGROUND:

Bill M216 – *Professional Reliance Act* is a Private Member's Bill introduced by MLA George Anderson (Nanaimo–Lantzville). The Bill passed Second Reading on November 17, 2025 and has been referred to the [Select Standing Committee on Private Bills and Private Members' Bills](#). The comment deadline was recently extended to January 6, 2026.

The Bill proposes a new legislative framework that would:

- Require local government bodies, including local trust committees under the *Islands Trust Act* and Bowen Island Municipality, to accept submissions from professionals certified under the *Professional Governance Act* (PGA) for any permit or bylaw application.
- Prohibit local government bodies from undertaking peer review of professional reports.
- Establish a dispute resolution process administered by the PGA superintendent.
- Give the Minister authority to designate additional bodies as "local governments," establish dispute procedures, and set review timelines.

MLA Anderson submitted supporting materials to the Islands Trust general inbox, including his speaking notes, personal opinion piece, and letters from Homes for Living and a joint letter from the Urban Development Institute and the Greater Vancouver Board of Trade. The latter is not wholly supportive, it notes that some development components—such as urban design—may require more nuanced local review.

Public statements from both Union of British Columbia Municipalities (UBCM) ([Nov. 6, 2025](#) and [November 26, 2025](#)) and Planning Institute of British Columbia (PIBC) ([Nov. 14, 2026](#)) raise concerns about the Bill's scope, potential to erode local government authority, and risks to public-interest decision-making.

The Bill is not aligned with the *Islands Trust Act* purpose or decision-making framework:

Professional oversight and report review

Islands Trust planning staff frequently identify issues in reports submitted by registered professionals. These are typically resolved through direct dialogue, leading to improved clarity, mitigation of identified risks, and more defensible land-use decisions. This collaborative process supports accountability by ensuring reports are complete, contextually appropriate, and aligned with public-interest obligations.

Under Bill M216, local trust committees and staff would be required to accept professional reports without peer review or the ability to require revisions. This may reduce the Trust's capacity to address site-specific environmental, ecological, or technical concerns.

Third-party review

The Islands Trust uses third-party review sparingly and only in situations where staff believe unresolved issues pose material risks to public health, safety, or the environment. Removing or limiting this tool would reduce the Trust's ability to manage risk in sensitive environments and diminish public confidence in development review processes.

Alignment with provincial oversight recommendations

The Provincial [Ombudsperson's 2014 report *Striking a Balance*](#) identified systemic concerns with professional reliance models lacking adequate government oversight, particularly under the former *Riparian Areas Regulation*. Similar issues could arise under Bill M216 if local governments are restricted from exercising due diligence.

Sector and professional concerns

UBCM has stated that the Bill would erode local approval authorities and compromise statutory responsibilities. PIBC has noted that the proposed model is broader than existing Certified Professional programs, may increase uncertainty for development applicants, and poses risks to planning practice and public interest outcomes.

Administrative and Financial impacts

Bill M216 introduces new administrative processes, dispute mechanisms, and reporting obligations that would create a disproportionate burden for the Islands Trust. The organization would be required to absorb the administrative and financial impacts of broad professional reliance legislation despite its narrow statutory mandate. These additional obligations would increase workload without a corresponding benefit to the Trust's preservation and protection role. In addition, limiting the ability to require technical review may elevate organizational and environmental risk over the long term.

Islands Trust Act Considerations

The Islands Trust has a unique province-wide mandate under the *Islands Trust Act*:

“To preserve and protect the Trust Area and its unique amenities and environment for the benefit of residents of the Trust Area and of British Columbia generally.”

This mandate differs fundamentally from the purpose of local governments under the *Local Government Act* and *Community Charter*. The Trust's governance structure—Trust Council, Executive Committee, Islands Trust Conservancy, 13 local trust committees, and one island municipality—reflects this distinct role.

Recent provincial housing legislation, including small-scale, multi-unit housing , transit-oriented development requirements, and statutory density changes, explicitly exempted the Islands Trust due to incompatibility with the preservation and protection mandate.

Applying Bill M216 without similar exemption could result in:

- Misalignment with the *Islands Trust Act* regarding authority and oversight roles.
- Administrative and financial burdens disproportionate to the organization's scale and statutory function.
- Reduced ability to assess environmental and cumulative impacts—core to the Trust mandate.
- Confusion regarding compliance across Trust bodies with different statutory duties.
- Risk to the Trust's ability to meet its legislated preservation and protection purpose.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

Minimal organization implications for sending the letter and completing the online submission form beyond a few hours of Executive Office administrative time and an hour or so from the Director of Trust Area Services.

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS:

If approved, the Chair's letter will be provided to the Chair for review and edits, and submitted to the Select Standing Committee before the January 6, 2026 deadline. Staff will also make the letter available on the Islands Trust website and ensure it is shared with MLAs representing the Trust Area.

FIRST NATIONS:

No direct implications for First Nations engagement have been identified; however, development review processes in the Trust Area often intersect with Indigenous rights and interests. Maintaining the ability to evaluate potential impacts supports responsible engagement.

4 RELEVANT POLICY(S):

- *Islands Trust Act*
- *Islands Trust Council Communications* [Policy 6.10.2](#)
- *Islands Trust Council Advocacy* [Policy 6.10.3](#)

5 ATTACHMENT(S):

Draft Letter from the Chair to the [Select Standing Committee on Private Bills and Private Members' Bills](#)

RESPONSE OPTIONS

Recommendation:

That Trust Council authorize the Chair, on behalf of Trust Council, to submit a letter opposing Bill M216 and requesting that the Province explicitly exempt the Islands Trust from the proposed legislation, and to complete a consultation questionnaire.

Alternative:

That Trust Council provide additional direction on the content of the attached draft letter

That Trust Council decline to direct the Chair to submit a response.

Prepared By: Stefan Cermak, Director, Planning Services

Reviewed By/Date: Clare Frater, Director Trust Area Services / November 28, 2025
Rueben Bronee, Chief Administrative Officer/ November 28, 2025



200 – 1627 Fort Street, Victoria BC V8R 1H8
Telephone **(250) 405-5151** Fax (250) 405-5155
Toll Free via Enquiry BC in Vancouver 660-2421
Elsewhere in BC **1.800.663.7867**
Email information@islandstrust.bc.ca
Web www.islandstrust.bc.ca

DRAFT December **X**, 2025

File: 11-4700-01

Select Standing Committee on Private Bills and Private Members' Bills
c/o Parliamentary Committees Office
Room 224, Parliament Buildings
Victoria, BC V8V 1X4

Submitted via consultation portal: <https://consultation-portal.leg.bc.ca/consultations/154>

Re: Request to Exclude the Islands Trust from Bill M216-2025

Dear Members of the Select Standing Committee on Private Bills and Private Members' Bills,

I am writing on behalf of the Islands Trust Council to respectfully convey opposition to Bill M216, and requests that if Bill M216 proceeds, that it be amended to explicitly exclude the Islands Trust due to its unique statutory mandate under the Islands Trust Act to preserve and protect the Trust Area and its unique amenities and environment

Applying Bill M216 without modification risks conflict with the Islands Trust Act and may inadvertently undermine the legislated preservation and protection mandate. Recent provincial initiatives with similar province-wide applicability have recognized this incompatibility and have therefore explicitly exempted the Islands Trust.

Like local governments, Islands Trust relies on professional submissions to support land-use decision-making; however, local review is often essential to identify deficiencies, clarify ambiguities, and ensure that reports reflect local conditions, risks, and public-interest considerations. The Provincial Ombudsperson has previously cautioned against professional reliance models without adequate oversight, reinforcing the importance of ensuring that any provincial framework aligns appropriately with the Trust's mandate.

We also note concerns raised by the Union of British Columbia Municipalities and the Planning Institute of British Columbia regarding the Bill's potential impacts on accountability and local decision-making processes. These issues further support the need for an explicit exemption for the Islands Trust.

.../2

We always welcome early dialogue with the Province, or any private member considering a bill, to provide context about the potential implications on the advancement of Islands Trust's unique legislated mandate 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 in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia."

Sincerely,

Laura Patrick
Chair, Islands Trust Council

cc. George Anderson, MLA for Nanaimo-Lantzville
Honourable Christine Boyle, Minister of Housing and Municipal Affairs
Brittney Anderson, Minister of State for Local Governments and Rural Communities
MLAs in the Islands Trust Area
Bowen Island Municipality
Islands Trust Council
Islands Trust website

Active Projects Report

Executive Committee

1. *Requests to Minister for review of Islands Trust and increased Provincial funding (Strategic Plan Initiative 1.3.1)*

Activity:

Advance the following requests to the Province and develop advocacy and education strategies to support these:

- a) the Provincial review of the governance structure to enable reconciliation and better support Islands Trust's mandate; and
- b) request for increased Provincial funding.

(Minister denied the request for a review for the balance of this Council term in his April 28, 2025 letter.)

Responsible

Rueben Bronee

Dates

Rec'd: 01-Nov-2023
Target: 31-Mar-2025

2. *Finish and adopt Islands Trust Policy Statement in accordance with project work plans (Strategic Plan key initiative 1.1.1)*

Activity:

Project underway guided by Trust Council project charter. Anticipated project completion by November 2026.

Responsible

Clare Frater

Dates

Rec'd: 26-Feb-2020
Target: 01-Nov-2026

3. *Update and implement Reconciliation Action Plan (Strategic Plan 5.1.1)*

Activity:

Initiation timeline: Staff drafting underway

Responsible

Clare Frater

Dates

Rec'd: 02-Sep-2020
Target: 31-Mar-2026

Active Projects Report

Executive Committee

4. *Guide the development and implementation of the Islands Trust Strategic Plan. New Strategic Plan approved by Trust Council March 2025.*

Responsible

Dates

Activity:

Implementation underway.

Rueben Bronee

Rec'd: 03-May-2023

Target: 31-Mar-2025

Future Projects Report

Executive Committee

1. *Pay Transparency Report Submission & Posting*

The Pay Transparency Act became law on May 11, 2023. Under the legislation, beginning in 2026, Islands Trust must prepare and submit a Pay Transparency Report by November 1 annually. These reports must be posted publicly on the Islands Trust website.

Responsible

Date Received

Julia Mobbs

11-May-2023

2. *Improve bylaw enforcement policies and procedures to be administratively fair, reasonable and transparent with the aim of restoring public confidence (Strategic Plan Initiative 1.2.3) (joint with RPC)*

Trust Council endorsed Policy 5.5.1 and Best Practice Manual amendments. RPC to draft Implementation Plan and final amendments. Present to Trust Council for adoption and subsequent monitoring and reporting.

Responsible

Date Received

Stefan Cermak

12-Mar-2025

3. *Explore new engagement models (virtual and in person forums) to reach more community members (Strategic Plan Initiative 1.2.2)*

Initiation timeline TBD

Responsible

Date Received

Clare Frater

12-Mar-2025

4. *Review all Trust Council and local trust committee agreements and where appropriate, amend, combine or rescind (Strategic Plan Initiative 1.2.6)*

Initiation timeline: 2026/27: (May 2023 EC asked for priority to Ministry of Transportation and Infrastructure)

Responsible

Date Received

Clare Frater

12-Mar-2025

Rueben Bronee

5. *Design a plan to advocate to enhance community access to funding for housing in the Trust Area (Strategic Plan Initiative 2.3.2)*

Initiation timeline: Priority for this Council term

Responsible

Date Received

Clare Frater

12-Mar-2025

Future Projects Report

Executive Committee

6. <i>Advocate for the development and implementation of a fallow deer strategy, including advocacy for deer harvesting (Strategic Plan Initiative 3.1.1)</i>	Responsible	Date Received
Initiation timeline: Priority for this Council term	Clare Frater	12-Mar-2025
7. <i>Create a grant program to increase public understanding of the impact of climate change to the unique amenities and environment of the Islands Trust Area (Strategic Plan Initiative 4.2.2)</i>	Responsible	Date Received
Initiation timeline: TBD	Clare Frater	12-Mar-2025
8. <i>Amend legislation to increase the percentage of NAPTEP to act as an incentive for the protection of forest cover for climate change (Strategic Plan Initiative 4.2.4)</i>	Responsible	Date Received
Initiation timeline: Priority for this Council term	Clare Frater	12-Mar-2025
9. <i>Clarify opportunities for co-governance and co-management of the Trust Area (Strategic Plan Initiative 5.1.2)</i>	Responsible	Date Received
Initiation timeline: Priority for this Council term	Clare Frater Rueben Bronee	12-Mar-2025
10. <i>Develop a schedule and plan for leader-to-leader meetings with Indigenous Governing Bodies (Strategic Plan Initiative 5.1.3)</i>	Responsible	Date Received
Initiation timeline: 2026/27	Clare Frater Rueben Bronee	12-Mar-2025
11. <i>Develop tailored public engagement processes that acknowledge preferred engagement methods of Indigenous Peoples (Strategic Plan Initiative 5.2.2)</i>	Responsible	Date Received
Initiation timeline: Priority for this Council term	Clare Frater	12-Mar-2025

Future Projects Report

Executive Committee

12. <i>Implement activities assigned by the future Reconciliation Action Plan (2025-2028) implementation plan (To be assigned by TC) (Strategic Plan Initiative 5.1.5)</i>	Responsible	Date Received
To be determined. Staff is drafting new Reconciliation Action Plan and associated implementation plan for Trust Council approval.	Rueben Bronee	12-Mar-2025
13. <i>Implement activities assigned by the Freshwater Sustainability Strategy (2022-2032) implementation plan (To be assigned by TC) (Strategic Plan Initiative 2.1.3)</i>	Responsible	Date Received
To be determined. Regional Planning Committee is developing a Freshwater Sustainability Strategy Implementation Plan for Trust Council approval.	Clare Frater	12-May-2025