



Islands Trust Council

Quarterly Meeting Agenda

Date: Tuesday, June 18, 2019
Location: Galiano South Community Hall
141 Sturdies Bay Rd, Galiano Island, BC

	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
3. PENELAKUT TRIBE ADDRESS	
Councillor Ken Thomas & Jim Chisholm, Band Manager	
4. GENERAL BUSINESS ARISING	
4.1 Resolutions Without Meeting	6 - 6
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5. STRATEGIC PLANNING SESSION	
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5.2 Strategic Plan 2019-2022: Identification of strategies - Briefing	39 - 44
5.3 Facilitated Planning - Outline & Session - Allison Habkirk	45 - 51
6. EXECUTIVE	
6.1 Chief Administrative Officer's Report	52 - 52
6.2 Executive Committee Work Program Report	53 - 55
That the Islands Trust Council approves the top priorities of the Executive Committee Work Program Report.	
6.3 Update on Islands Trust Act Amendments request to MIN MAH -Briefing	56 - 59
6.4 Climate Change Adaptation and Mitigation Strategies - Briefing	60 - 63
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7. NEW BUSINESS

7.1 Private Managed Forest Land Advocacy- Trustee Rockafella RFD 67 - 77

That the Islands Trust Council request that the Chair respond to the Ministry of Forests, Lands and Natural Resources Operations and Rural Development's consultation on the *Private Managed Forest Land Act* and request that the Act require standards that are equivalent to Crown forest land regulations and that Section 21 be amended to allow local governments to regulate, but not prohibit forest management activities.

7.2 Internet Connectivity Advocacy – Trustee Critchley RFD 78 - 80

1. That Trust Council, by a letter signed by the Chair, request the appropriate agencies of Canada and the Province of British Columbia to take steps to facilitate and fund the improvement of internet connectivity throughout the Trust Area and in particular to encourage the provision of additional landing sites to service islands in the Trust Area that may request such service through the Connected Coast project.
2. That Trust Council request the Executive Committee to undertake advocacy for the provision of improved internet services to the islands of the Trust Area.

7.3 Livestreaming of meetings – Trustee McConchie RFD 81 - 83

1. That Trust Council request staff to prepare a report about the costs and feasibility of filming and streaming videos of public meetings through the new Islands Trust website and social media.
2. That Trust Council request that each local trust committee indicate whether it has an interest in filming and streaming its public meetings.

7.4 Low carbon catering for Islands Trust Events - Trustees Stamford & Busheikin 84 - 88

That the Islands Trust adopt a practice of providing low-carbon catering by:

- Looking for a caterer that focuses on locally sourced products where possible even if it means paying extra
- Making meals vegetarian with a meat option
- That red meat not be offered unless it is sourced “on-islands”
- Clearly communicating the principles of low-carbon, local, vegetarian focus to potential caterers.

7.5 Islands Trust Policy Statement Review - Trustee Wright RFD 89 - 163

That the Islands Trust Council rescind the June 2017 motion delegating the review of the Policy Statement to the Executive Committee, and that the Trust Programs Committee conduct a full review and update of the Islands Trust Policy Statement including the establishment of a subcommittee Task Force to;

- consider the 2010-2011 the Islands Trust Council's Policy Statement Assessment Task Force's Final Report;
- review and edit the current 1994 Policy Statement;
- provide recommendations regarding further actions.

8.	LOCAL PLANNING	
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	That the Islands Trust Council approves the top priorities of the Local Planning Committee Work Program Report.	
8.3	Interpretation of Islands Trust Policy Statement Policy 4.4.2 - Briefing	168 - 169
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8.5	Saltwater Intrusion Mapping - Briefing	183 - 183
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	Community Presentation bus trip to Galiano Conservancy	
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10.	STRATEGIC PLANNING - Wrap up	
11.	ADMINISTRATION	
11.1	Director of Administrative Services Report	191 - 193
11.2	Financial Planning Committee Work Program Report	194 - 194
	That the Islands Trust Council approves the top priorities of the Financial Planning Committee Work Program Report.	
11.3	March 31, 2019 Audited Financial Statements - RFD	195 - 214
	That the Islands Trust Council approves the March 31, 2019 Quarterly Financial Report as presented.	
11.4	Bowen Island Levy Analysis - Briefing	215 - 220
12.	TRUST AREA SERVICES	
12.1	Director of Trust Area Services Report	221 - 223
12.2	Trust Programs Committee Work Program Report	224 - 224
	That the Islands Trust Council approves the top priorities of the Trust Programs Committee Work Program Report.	
12.3	Islands Trust Conservancy Report	225 - 226

12.4	Reconciliation Action Plan 2019-2022 – RFD	227 - 249
	That Trust Council approve the Islands Trust Reconciliation Action Plan (RAPlan) 2019-2022.	
12.5	2018-19 Draft Annual Report – RFD	250 - 293
	That the Islands Trust Council approves the 2018/19 Draft Annual Report (as amended) for submission to the Minister of Municipal Affairs and Housing.	
12.6	Draft Revised Policy Statement Engagement Plan - Briefing	294 - 297
12.7	Development of Strategic Communications Plan - Briefing	298 - 304
12.8	Islands Trust Community Stewardship Awards - Briefing	305 - 330
13.	CLOSED MEETING (Separate Agenda)	
	That the Islands Trust Council meeting be closed to the public subject to Section 90(1) of the Community Charter in order to consider matters related to:	
	(b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;	
	(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;	
	(c) labour relations or other employee relations;	
	and that staff be invited to attend the closed session.	
14.	EXECUTIVE - continued	
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15.	CORRESPONDENCE	
15.1	Islands Trust Act Interpretation -Trustee Wright dated May 28, 2019	335 - 338
15.2	Bowen Island, Mayor Ander re: Electrifying the BC Ferries Fleet - dated May 6, 2019	339 - 340
15.3	VICC Climate Leadership Plan re Mayor's working group & federal funding request	341 - 353
16.	SUMMARY / UPDATES	
16.1	Trustee Updates	
16.1.1	BC Ferries (Ferry Advisory Committee Chairs)	
16.1.2	First Nations	
16.1.3	Gulf Islands National Park Reserve Advisory Committee (Trustee Middleton)	
16.1.4	Salt Spring Island Watershed Protection Authority (SSIWPA) (Vice Chair Patrick)	
16.1.5	Howe Sound Community Forum	
16.1.6	Anchorage Roundtable Update	

16.2	Priorities Chart	354 - 356
	By General Consent	
16.3	Proposed September Trust Council Agenda Program	357 - 357
	For information.	
16.4	Disposition of Delegations and Town Hall Requests	
	By General Consent	

17. NEXT MEETING

The next meeting of the Islands Trust Council will be held on Bowen Island September 18 - 20, 2019.

18. ADJOURNMENT

ISLANDS TRUST COUNCIL
RESOLUTION WITHOUT MEETING MINUTES

RESOLUTION WITHOUT MEETING NO. TC-RWM-2019-01

The following matter is considered urgent and necessary in order for Trustee Scott to be ratified by Trust Council to the Trust Programs Committee. Chair Peter Luckham recommends Trustee Scott's appointment, in accordance with s. B.1.2 of Trust Council Policy 2.3.1. That policy indicates that, for this appointment to be final, it be ratified by Trust Council.

It was Moved by Vice-Chair Sue Ellen Fast and Seconded by Vice-Chair Laura Patrick:

That the Islands Trust Council ratify the Council committee appointment of Hornby Island Trustee Grant Scott, as indicated on the document entitled 'Islands Trust Council Advisory Committees Membership - 2018-2022', amended May 2, 2019.

<u>TRUSTEES CONTACTED</u>	<u>DATE VOTE RECEIVED</u>	<u>VOTE</u>
Ben McConchie	May 2, 2019	In Favour
Kate-Louise Stamford	May 2, 2019	In Favour
Jane Wolverton	May 2, 2019	In Favour
Dan Rogers	May 2, 2019	In Favour
Peter Luckham	May 2, 2019	In Favour
Doug Fenton	May 2, 2019	In Favour
Sue Ellen Fast	May 2, 2019	In Favour
Tahirih Rockafella	May 2, 2019	In Favour
Peter Johnston	May 2, 2019	In Favour
Laura Patrick	May 2, 2019	In Favour
Kees Langereis	May 2, 2019	In Favour
Cameron Thorn	May 2, 2019	In Favour
Michael Kaile	May 2, 2019	In Favour
Jeanine Dodds	May 2, 2019	In Favour
David Maude	May 2, 2019	In Favour
Scott Colbourne	May 3, 2019	In Favour
Paul Brent	May 3, 2019	In Favour
Laura Busheikin	May 3, 2019	In Favour
Steve Wright	May 3, 2019	In Favour
Peter Grove	May 3, 2019	In Favour
David Critchley	May 3, 2019	In Favour
Lee Middleton	May 3, 2019	In Favour
Deb Morrison	May 4, 2019	In Favour
Timothy Peterson	May 6, 2019	In Favour

TRUSTEES VOTE NOT AVAILABLE

Alex Allen
Grant Scott

FINAL VOTE COUNT (24) IN FAVOUR (0) OPPOSED

CARRIED

THE CHAIR DECLARED THE ABOVE RESOLUTION CARRIED PURSUANT TO SECTION 13 OF THE *ISLANDS TRUST ACT* ON MAY 6, 2019

CHAIR'S SIGNATURE

RECORDER'S SIGNATURE



Trust Council Minutes of Regular Meeting

Date: March 12-14, 2019
Location: The Haven
240 Davis Rd., Gabriola Island, BC

Executive Present: Peter Luckham, Chair - Thetis Island
Sue Ellen Fast, Vice Chair - Bowen Island Municipality
Laura Patrick, Vice Chair - Salt Spring Island
Dan Rogers, Vice Chair - Gambier/Keats Island

Trustees Present: Michael Kaile, Bowen Island Municipal
David Critchley, Denman Island
Scott Colbourne, Gabriola Island
Kees Langereis, Gabriola Island
Tahirih Rockafella, Galiano Island
Jane Wolverton, Galiano Island
Kate-Louise Stamford, Gambier Island
Alex Allen, Hornby Island
Grant Scott, Hornby Island
Peter Johnston, Lasqueti Island
Timothy Peterson, Lasqueti Island
Jeanine Dodds, Mayne Island
David Maude, Mayne Island
Ben McConchie, North Pender Island
Deb Morrison, North Pender Island
Peter Grove, Salt Spring Island
Paul Brent, Saturna Island
Cameron Thorn, South Pender Island arrived at 5:00 PM Tuesday
Steve Wright, South Pender Island
Doug Fenton, Thetis Island

Regrets: Lee Middleton, Saturna Island

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director Local Planning Services
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services
Carmen Thiel, Legislative Services Manager
Lisa Wilcox, Acting Senior Intergovernmental Policy Advisor (Thursday)
Nigel Hughs, Computer Application Systems Technologist
Lori Foster, Executive Coordinator/Recorder

1. CALL TO ORDER

Chair Luckham called the meeting to order at 1:01 PM and acknowledged the meeting was being held on Coast Salish First Nations territory.

Chair Luckham opened the floor to the Gabriola Trustees who welcomed Trust Council to their local trust area.

Chair Luckham welcomed newly elected Hornby Island Trustee, Grant Scott. Due to timing, Trustee Scott could not be sworn in before March Trust Council and therefore could not vote in an official capacity. He is scheduled to be sworn in March 16, 2019

2. APPROVAL OF AGENDA

The following items were presented for consideration:

- Add 7.1 Delegation Request re Climate Emergency.
- Advance item 12.5 Climate Change Emergency to be addressed after item 7. Delegations and Town Hall.

By General Consent, the agenda was adopted as amended.

3. GENERAL BUSINESS ARISING

3.1 Trust Council draft minutes January 14-15

By General Consent, the Islands Trust Council January 14-15 draft minutes were adopted as presented.

3.2 Trust Council Follow Up Action List

Staff reviewed their items on the Follow Up Action List (FUAL) and answered questions from trustees.

3.3 Trustee Round Table

Trustees reviewed recently attended meetings and their involvement with current issues and advocacy items.

4. EXECUTIVE

4.1 Chief Administrative Officer's Report

Chief Administrative Officer (CAO) Hotsenpiller spoke to his report and answered trustee questions.

4.2 Executive Committee Work Program Report

Chair Luckham spoke to the Executive Committee (EC) work program and updated Council on recently attended meetings including the joint EC/Bowen Island Municipality annual meeting.

TC-2019-016

It was Moved by Trustee Patrick and Seconded by Trustee Peterson

That the Islands Trust Council approves the top priorities of the Executive Committee Work Program Report.

CARRIED

The meeting recessed for a break at 3:15 PM and reconvened at 3:36 PM.

4.3 Continuous Learning Plan – RFD

CAO Hotsenpiller spoke to the request for decision (RFD).

Discussion ensued supporting online and webinar components where possible.

Trustees contributed further additions to the table/list within the RFD.

TC-2019-017

It was Moved by Trustee Rogers and Seconded by Trustee Brent

That Trust Council refer the Continuous Learning Plan to Executive Committee with the following recommendations from Trust Council for additions to the list for review, suggestions and refinement at next Trust Council;

1. Water Licensing Branch session,
2. Climate change related topics including enforcement, bylaw sharing associated with climate change,
3. Housing agreements and how they work,
4. First Nations relationship building,
5. Indigenous Law,
6. How we measure Preserve and Protect,
7. Engagement tools associated from IAP2,
8. Agency liaison such as Agricultural Land Commission,
9. *Freedom of Information and Protection of Privacy Act (FOIPPA)* session,
10. Business type training including Microsoft products.

CARRIED

5. 2019/2020 BUDGET REVIEW AND DISCUSSION ON AMENDMENTS

5.1 Draft 2019/20 Budget Session Outline

Chair of the Financial Planning Committee, Trustee Groves introduced the budget session and encouraged all members to question and participate.

5.4 Draft 2019/20 Budget Assumptions & Principles

Director of Administrative Services (DAS) Mobbs reviewed the budget assumptions and principles.

5.2 Draft 2019/20 Budget Overview

DAS Mobbs spoke to highlights within the overview report.

5.3 Draft 2019/20 Budget Revisions since January 2019 Meeting

DAS Mobbs noted this report highlights changes to the budget since the January meeting.

5.5 Draft 2019/20 Budget Detail

DAS Mobbs summarized the budget detail report.

Trustee Brent left at 4:55 PM.

5.6 Summary of 2019/20 Budget Funding Requests

DAS Mobbs summarized the funding requests.

Director of Trust Area Services (DTAS) Frater introduced the revised business case for the website discovery request which was first introduced at January Trust Council.

Consultant Brandy Svendsen of Be the Change Group presented a Power Point which summarized the findings of a recent public and staff survey. Ms. Svendsen noted a summary report will be provided.

5.7 Public Consultation Feedback – Briefing

Received for information.

5.8 SSIWPA Tax Requisition Consultation – RFD

Chair Luckham introduced the request for decision.

TC-2019-018

It was Moved by Trustee Grove and Seconded by Trustee Langereis

That the Islands Trust Council include a special property tax requisition for the Salt Spring Island Local Trust Area in the amount of \$98,500 in its 2019/20 annual budget, to fund additional operations of the Salt Spring Island Local Trust Committee in preserving and protecting the quality and quantity of water resources within the Salt Spring Island Local Trust Area.

CARRIED

Discussion ensued on increasing funds for First Nations site visits and honorarium.

TC-2019-019

It was Moved by Trustee Colbourne and Seconded by Trustee McConchie

That the 2019/20 Budget be amended to reallocate the 2.3% increase in Trustee Remuneration to the budget request for First Nations site visits.

DEFEATED

TC-2019-020

It was Moved by Trustee Langeries and Seconded by Trustee Wolverton

That the 2019/20 Budget be amended to allocate an additional \$6,000.00 to First Nations Relationship Building gifts and site visits and to be funded from reserves.

CARRIED

Opposed - Trustees Allen, Dodds, Critchley, Grove, Fast and Stamford

By General Consent, the meeting adjourned for the day at 5:45 PM

Wednesday, March 13, 2019 the meeting reconvened at 8:30 AM

Chair Luckham opened the meeting and acknowledged it was being held on Coast Salish First Nations Territory.

6. STRATEGIC PLANNING SESSION

Chief Administrative Officer (CAO) Hotsenpiller introduced facilitator Allison Habkirk who led the session with a Power Point presentation.

At 9:11 AM trustees formed 3 groups and moved to various breakout rooms.

The meeting recessed for a break at 10:30 AM and reconvened at 10:45 AM

The following broad themed objectives emerged from the groups:

- Mitigating and adapting to climate change, improving governance-community engagement and working with First Nations.
- Protecting and supporting water, forests, coastlines, agriculture and housing.

The meeting recessed for lunch at 12:30 PM and reconvened at 1:30 PM.

7. TOWN HALL & DELEGATIONS

To open this session, Chair Luckham invited Trust Council members to introduce themselves in roundtable fashion.

7.1 Delegation Request re Climate Emergency

Peter Lamb, on behalf of Transition Salt Spring-Climate Action Group, addressed Trust Council requesting that a climate emergency be declared in the Islands Trust Area. He presented a petition signed by over 480 people.

Town Hall

Susan Yates, Gabriola Island resident, on behalf of Gulf Islands Alliance (GIA) spoke to climate change affecting the Coastal Douglas fir (CDF) zone and presented a biogeoclimatic map from 1988 showing how the zone has changed.

Chris Straw, President of Gabriolans Against Freighter Anchorages (GAFA) spoke to the interim protocol agreement regarding freighter anchorages and asked Trust Council to continue with this advocacy work.

Simon Palmer – Chair of the Denman Housing Association requested Trust Council amend and clarify Islands Trust policy 4.4.2 to incorporate rainwater collection as meeting the standards for freshwater resources.

Tobi Elliot – Gabriola Island resident, addressed Trust Council on a range of themes which included balancing the duality of human societies and natural ecosystems requesting that policy be considered through a whole systems lens.

Item 12.5 Climate Change Emergency - RFD was addressed next as directed in item 2. Approval of the Agenda.

12.5 Climate Change Emergency – RFD

Trustees Morrison and Colbourne spoke to the request for decision (RFD).

Discussion followed on the report and its recommendations.

TC-2019-021

It was Moved by Trustee Morrison and Seconded by Trustee Colbourne

1. Declare a Climate Change Emergency in the Islands Trust Area.
2. Add climate change mitigation, resilience, and adaptation policies to the Islands Trust Policy Statement amendment project.
3. Direct the Trust Council Chair to write to the Chairs of Regional Districts in the Islands Trust Area asserting Trust Council's full support for declarations of a Climate Emergency;
4. Direct the Trust Council Chair to write to the Provincial Minister of the Environment, asserting the Islands Trust Council's support to help the Province close the 25% emissions gap in the CleanBC Plan, and calling on the Province to provide the powers and resources to local governments;
5. Direct the Trust Council Chair to write to the Federal Minister of the Environment, asserting the Islands Trust Council's support to help Canada meet its Nationally Determined Contribution target made in the Paris Agreement and call on the federal government to provide the powers and resources to local governments.
6. Direct staff to report back to the June 2019 Trust Council meeting on measures and land-use planning actions that the Islands Trust can take to advance progress toward Local Trust Committee climate reduction targets and achieve further reductions in carbon from Trust operations.
7. Direct staff to include a central focus on equitable climate change mitigation, adaptation, and resilience into strategic planning to provide guidance and support for the Trust Area's efforts to transition away from fossil fuels in ways that prioritize those most vulnerable to climate impacts and most in need of support in transitioning to renewable energy.
8. Trust Council directs staff to work with First Nations and First Nations government agencies to seek support for the climate change emergency and to engage to coordinate climate action strategies with First Nations within the Islands Trust Area.

CARRIED

Chair Luckham requested of Council that item 13.4, Disposition of Town Hall and Delegations, be advanced to address for any follow up action. He noted that Council, in passing motion TC-2019-21, had addressed the delegation request to declare a climate emergency.

Trustee Critchley requested to address Mr. Simon Palmer's Town Hall request regarding Islands Trust Policy 4.4.2. in tomorrow's session.

8. LOCAL PLANNING

8.1 Director of Local Planning Services Report

Director of Local Planning Services (DLPS) Marlor spoke to his report highlighting proposed changes to the *Agricultural Land Commission Act* (ALC).

8.2 Local Planning Committee Work Program Report

Chair of the Local Planning Committee, Trustee Busheikin reviewed the work program.

TC-2019-022

It was Moved by Trustee Busheikin and Seconded by Trustee Peterson

That the Islands Trust Council approves the top priorities of the Local Planning Committee Work Program Report.

CARRIED

8.3 Bylaw Enforcement Policy Amendments – RFD

Bylaw Enforcement Manager (BEM) Drew spoke to the request for decision. Questions and comments follow regarding complaints versus inquiry.

TC-2019-023

It was Moved by Trustee Rogers and Seconded by Trustee Critchley

1. That the content of Trust Council Policy “5.5.i Bylaw Enforcement” be deleted and replaced with the attached new Policy “5.5.i Bylaw Compliance and Enforcement.”
2. That “Bylaw Enforcement” be renamed “Bylaw Compliance and Enforcement.”

CARRIED

The meeting recessed for a break at 2:48 PM and reconvened at 3:02 PM.

To accommodate invited speaker logistics, Item 9. was addressed next.

9. INVITED SPEAKERS

9.1 Bill Buholzer, Young Anderson - legal address

CAO Hotsenpiller introduced Mr. Buholzer who has been legal counsel for Islands Trust for many years and will be retiring from Young Anderson this year.

Mr. Buholzer addressed Trust Council on a variety of topics and applicable case law examples.

Alyssa Bradley, Young Anderson legal counsel, accompanied Mr. Buholzer and was introduced to Trust Council as his replacement.

Question and answer discussion followed.

Chair Luckham thanked Mr. Buholzer for his many years of service.

At 4:11 PM, Chair Luckham requested that order of business address the RFD’s from item 8. Local Planning.

8.4 Coastal Douglas Fir Tool Kit – RFD

Trustee Busheikin, Chair of the Local Planning Committee, reviewed the report and request.

Discussion followed on how this tool kit could be implemented by adding it to local trust committee top priority lists.

TC-2019-024**It was Moved by Trustee Busheikin and Seconded by Trustee Patrick**

That Islands Trust Council requests implementation of the Coastal Douglas Fir Tool Kit as follows:

1. Distribute the Coastal Douglas Fir Tool Kit to local trust committees and Bowen Island Municipality with a recommendation to add it as a top priority long range planning project.
2. Prioritize protection of the Coastal Douglas Fir and Associated Ecosystems and implementation of the Islands Trust Conservancy Regional Conservation Plan in the Islands Trust Council strategic plan for 2019-2023.
3. Direct Local Planning Committee to commission mapping of contiguous tracks of the Coastal Douglas-fir zone and associated ecosystems across the Islands Trust Area.
4. Request staff to create a strong communications program that will support Islands Trust Conservancy conservation initiatives for Coastal Douglas Fir protection as well as support the land use planning process, with a special focus on communicating the role of Development Permit Areas as a tool for Coastal Douglas Fir protection that permits development.
5. Request staff to bring recommendations for how the Natural Areas Property Tax Exemption Program (NAPTEP) can be tailored to highlight and prioritise contiguous tracks of the Coastal Douglas Fir zone in the outreach, communications, and approval of NAPTEP covenants by the Islands Trust Conservancy.
6. Request Trust Area Services staff to continue participating in the Coastal Douglas-fir Conservation Partnership.

CARRIED

8.5 Community Housing Needs – RFD

Trustee Busheikin, Chair of the Local Planning Committee, reviewed the report and request noting the body of work that exists on community housing needs.

Trustee Stamford requested that the Gambier Island Local Trust Area be reflected in the report as being a 30 island large area, not a small island and to include Keats Island.

TC-2019-025**It was Moved by Trustee Busheikin and Seconded by Trustee Stamford**

1. That Islands Trust Council receives the “Baseline Report: Affordable Housing in the Islands Trust Area (Updated January, 2019)”.
2. That Islands Trust Council receives the document “Affordable Housing in the Trust Area: Strategic Actions for Islands Trust,” and considers adding the high priority actions within it in the Trust Council Strategic Plan for the current term.
3. That Islands Trust Council requests Staff to post the updated “Baseline Report: Affordable Housing in the Islands Trust Area,” and the “Affordable Housing in the Trust Area: Strategic Actions for Islands Trust,” on the website.

CARRIED

10. ADMINISTRATIVE SERVICES**10.1 Director of Administrative Services Report**

Director of Administrative Services (DAS) Mobbs reviewed to her report and spoke to the upcoming audit.

10.2 Financial Planning Committee Work Program

Trustee Grove, Chair of the Financial Planning Committee, spoke to the work program.

DAS Mobbs answered questions on how to make amendments to the budget after it has been adopted.

TC-2019-026

It was Moved by Trustee Grove and Seconded by Trustee Brent

That the Islands Trust Council approves the top priorities of the Financial Planning Committee Work Program Report.

CARRIED

10.3 December 31, 2018 Financial Report – RFD

TC-2019-027

It was Moved by Trustee Grove and Seconded by Trustee Brent

That Trust Council approve the December 31, 2018 Quarterly Financial Report as presented.

CARRIED

10.4 Financial Plan Bylaw No. 176 – RFD

As directed by resolution TC-2019-20, DAS Mobbs brought forward the amended draft budget.

Chair Luckham noted that the budget presented in the RFD report had now been amended and Council would be voting on this updated version.

TC-2019-028

It was Moved by Trustee Grove and Seconded by Trustee Brent,

That Islands Trust Council Bylaw 176, cited as the “Financial Plan Bylaw, 2019/20” be Read a First Time.

CARRIED

Opposed – Trustee Kaile

TC-2019-029

It was Moved by Trustee Grove and Seconded by Trustee Peterson,

That Islands Trust Council Bylaw 176, cited as the “Financial Plan Bylaw, 2019/20” be Read a Second Time.

CARRIED

Opposed – Trustee Kaile

TC-2019-030

It was Moved by Trustee Grove and Seconded by Trustee Thorn,

That Islands Trust Council Bylaw 176, cited as the “Financial Plan Bylaw, 2019/20” be Read a Third Time.

CARRIED

Opposed – Trustee Kaile

TC-2019-031

It was Moved by Trustee Grove and Seconded by Trustee Busheikin,
That Islands Trust Council Bylaw 176, cited as the “Financial Plan Bylaw, 2019/20”
be forwarded to the Minister of Municipal Affairs and Housing for approval
consideration.

CARRIED

Opposed – Trustee Kaile

10.5 Revenue Anticipation Bylaw No. 177 – RFD

DAS Mobbs spoke to this requirement under the *Local Government Act* in response to a
question raised regarding the need for this bylaw.

TC-2019-032

It was Moved by Trustee Grove and Seconded by Trustee Brent,
That Islands Trust Council Bylaw 177, cited as the “Revenue Anticipation Borrowing
Bylaw 2019-20” be Read a First Time.

CARRIED

TC-2019-033

It was Moved by Trustee Grove and Seconded by Trustee Peterson,
That Islands Trust Council Bylaw 177, cited as the “Revenue Anticipation Borrowing
Bylaw 2019-20” be Read a Second Time.

CARRIED

TC-2019-034

It was Moved by Trustee Grove and Seconded by Trustee Wolverton,
That Islands Trust Council Bylaw 177, cited as the “Revenue Anticipation Borrowing
Bylaw 2019-20” be Read a Third Time.

CARRIED

TC-2019-035

It was Moved by Trustee Grove and Seconded by Trustee Langeries,
That Islands Trust Council Bylaw 177, cited as the “Revenue Anticipation Borrowing
Bylaw 2019-20” be forwarded to the Minister of Municipal Affairs and Housing
for approval consideration.

CARRIED

At 4:44 PM Chair Luckham requested that order of business address item 12. Trust Area Services.

12. TRUST AREA SERVICES

12.1 Director of Trust Area Services Report

Director of Trust Area Services (DTAS) Frater reviewed highlights from her report.

It was noted that the Sea Level Rise workshops have not been audio recorded; however,
the Bowen Island Municipality possibly could as they have the systems in place.

12.2 Trust Programs Committee Work Program Report

Chair of Trust Programs Committee (TPC), Trustee Morrison spoke to the recent
meeting and work of the committee noting Trustee Colbourne is Vice Chair of this
committee.

Discussion followed on directing staff to include live streaming in its communication strategy and creating a TPC sub-committee for Policy Statement amendment work.

Chair Luckham noted the process of bringing forward new business using the Request for Decision tool.

TC-2019-036

It was Moved by Trustee Morrison and Seconded by Trustee Critchley

That the Islands Trust Council approves the top priorities of the Trust Programs Committee Work Program Report.

CARRIED

At 5:07 PM the meeting was recessed on Wednesday, March 13, 2019.

Thursday, March 14, 2019 the meeting reconvened at 8:30 AM

Chair Luckham opened the meeting and acknowledged it was being held on Coast Salish First Nations Territory.

Trustees Morrison and Brent were not present for the Thursday session. There were 22 voting trustees present.

11. CLOSED MEETING

TC-2019-037

It was Moved by Trustee Fast and Seconded by Trustee Rogers

That the Islands Trust Council meeting be closed to the public subject to Section 90(2) of the Community Charter (d) that a matter that, under another enactment, is such that the public must be excluded from the meeting; and that CAO Hotsenpiller be invited to attend the closed session.

CARRIED

At 8:30 AM the meeting was closed to the public and re-opened to the public at 9:30 AM.

11.1 Rise and Report

None

Chair Luckham requested that order of business address Disposition of Town Hall and Delegations for Trustee Critchley to address a question concerning Islands Trust Policy 4.4.2 from Wednesday's session.

TC-2019-038

It was Moved by Trustee Critchley and Seconded by Trustee Peterson

That Trust Council refer to the Executive Committee, for investigation and report back to Trust Council, the following question - do the provisions of section 4.4.2 of the Trust Policy Statement preclude the approval of developments in which the supply of potable water is solely from rainwater catchment and storage?

CARRIED

12.3 Islands Trust Conservancy Report

Chair of the Islands Trust Conservancy, Trustee Stamford spoke to the report and activity of the Conservancy.

12.4 Reconciliation Declaration – RFD

Senior Intergovernmental Policy Advisor, (SIPA) Wilcox spoke to the request for decision and declaration which would set a tone and create a step in the reconciliation process.

TC-2019-039

It was Moved by Trustee Stamford and Seconded by Trustee Peterson,

1. That Trust Council make the following declaration regarding reconciliation:

The Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and honours the rich history, stewardship, and cultural heritage that embody this place we all call home.

The Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous peoples. Islands Trust states a commitment to Reconciliation with the understanding that this commitment is a long-term relationship-building and healing process.

The Islands Trust Council will strive to create opportunities for knowledge-sharing and understanding as people come together to preserve and protect the special nature of the islands within the Salish Sea.

2. That the Islands Trust Council request the Chair to write to First Nations in the Islands Trust Area to provide Trust Council's declaration regarding reconciliation.

CARRIED

12.6 Herring roe fishery advocacy (Trustees Busheikin & Critchley) – RFD

Trustee Busheikin spoke to the RFD which ties together ecosystems in the Salish Sea.

Trustee Rogers requested a friendly amendment to remove the word "roe" from the draft resolution.

TC-2019-040

It was Moved by Trustee Busheikin and Seconded by Trustee Critchley

That Trust Council write a letter to Minister Wilkinson, Minister of Fisheries, Oceans and the Canadian Coast Guard, asking for a moratorium on the herring fishery in the Salish Sea until an ecosystem based management plan is in place that considers the current and future effects of climate change and the potential impacts on predator species, in particular, Chinook Salmon and Southern Resident Killer Whales; and that Bowen Island Municipality and First Nations in the Trust Area be invited to participate as signatories to this letter.

CARRIED

12.7 Agreements Monitoring – Briefing

DTAS Frater spoke to the briefing. Agreements Monitoring Charts are forwarded to Trust Council for information.

There was discussion regarding the road standards agreements pilot project noting this item is on the Trust Programs Committee follow up action list.

13. SUMMARY / UPDATES

13.1 Trustee Updates

13.1.1 BC Ferries (Ferry Advisory Committee Chairs)

Trustee Critchley updated Council on Denman/Hornby's Ferry Advisory Committee (FAC).

Trustee Colbourne sits on the Gabriola FAC and spoke the reinstatement of some ferry runs and the status of this consideration.

Chair Luckham has been in contact with Mark Wilson of BC Ferries and is in contact with Minister Trevena regarding changes of service. He noted that requesting onboard announcement volume be reprogrammed was actioned to reduce noise disturbance.

Chair Luckham addressed the Dec 2018 storm response by BC Ferries and a letter sent thanking

Trustee Dodds left at 9:56 AM.

The meeting recessed for a break at 10:03 AM and reconvened at 10:18 AM.

Chair Luckham recognized departing trustees and counted for quorum. Trustee's Kaile, Rockafella, Wright, Grove, and McConchie left at the break.

It was determined that quorum was present.

13.1.2 First Nations

Trustee Rogers spoke about two recent Squamish Nation meetings.

13.1.3 Gulf Islands National Park Reserve Advisory Committee (Trustee Middleton) None

13.1.4 Salt Spring Island Watershed Protection Alliance (SSIWPA) (Vice-Chair Patrick) Trustee Patrick updated Council on SSIWPA's status.

13.1.5 Howe Sound Community Forum

Trustee Stamford updated Council noting the Ocean Watch group will bring strategic planning to the next session on April 26th.

Trustee Rogers commented on the invited participants to include Bowen Island Municipal officials and Squamish Nation.

Trustee Maude left at 10:29 AM.

13.1.6 Anchorage Roundtable Update

This item is still a top priority for Executive Committee, however has taken a lower profile with the administrative and political changes regarding the federal Oceans Protection Plan.

13.2 Priorities Chart

Received for information.

13.3 Proposed June Trust Council Agenda Program

Draft for information.

Trustee Allen left at 10:47 AM.

It was determined quorum was present with 14 voting trustees.

14. CORRESPONDENCE

All items received for information unless noted otherwise for action.

14.1 WestCoast Environmental Law re: climate change impacts received - January 8, 2019

14.2 J. Slakov re: let's move forward with climate action - dated Feb 20, 2019

14.3 Pender Ocean Defenders re: SRKW resolution - dated Dec 11, 2018

14.4 Proposed Declaration of a Climate Emergency - Transition Salt Spring dated Feb 22, 2019

14.5 Potential Protocol Agreement Halalt First Nation dated March 8, 2019

14.6 District of Highlands Council re Municipal Survivor Climate Challenge - dated March 5, 2019

15. NEW BUSINESS

None

16. NEXT MEETING

The next Islands Trust Council meeting will be held on Galiano Island, June 18th-20th.

17. ADJOURNMENT

By General Consent, the meeting was adjourned at 10:49 AM.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator/Recorder

Follow Up Action Report

Trust Council

A/ Senior Policy Advisor

Activity	Responsibility	Dates	Status
1 Investigate options for increased use of federal or provincial stewardship agreements for species at risk in the Islands Trust Area.	Clare Frater Kate Emmings Lisa Wilcox	Meeting: 20-Jun-2017 Target: 19-Mar-2019	In Progress

Bylaw Enforcement Manager

Activity	Responsibility	Dates	Status
1 That the content of Trust Council Policy 5.5.i Bylaw Enforcement be deleted and replaced with the attached new Policy 5.5.i Bylaw Compliance and Enforcement. That Bylaw Enforcement be renamed Bylaw Compliance and Enforcement.	David Marlor Miles Drew	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Responsibility	Dates	Status
1 That Trust Council approve in principle a review of the Islands Trust Act.	Russ Hotsenpiller	Meeting: 06-Dec-2016	Completed
2 Trust Council maintain the status quo (re council committees) and direct that specific improvements: trustee remunerations, maintaining working groups and electronic communications, be considered within the current structure to improve various service elements.	Russ Hotsenpiller	Meeting: 19-Jun-2018 Target: 31-Jul-2018	Completed
3 That Trust Council recommend that the incoming Trust Council consider modifying the schedule of future Trust Council meetings, to allow for more time to deliberate Council business.	Russ Hotsenpiller	Meeting: 19-Sep-2018 Target: 15-Jan-2019	In Progress
4 The following committee work programs were approved as presented - Executive Committee, Financial Planning Committee, Local Planning Committee and Trust Programs Committee.	Clare Frater David Marlor Julia Mobbs Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Responsibility	Dates	Status
5 That Trust Council refer the Continuous Learning Plan to Executive Committee with the following recommendations from Trust Council for additions to the list for review, suggestions and refinement at next Trust Council: 1. Water Licensing Branch session, 2. Climate change related topics including enforcement, bylaw sharing associated with climate change, 3. Housing agreements and how they work, 4. First Nations relationship building, 5. Indigenous Law, 6. How we measure Preserve and Protect, 7. Engagement tools associated from IAP2, 8. Agency liaison such as Agricultural Land Commission, 9. Freedom of Information and Protection of Privacy Act (FOIPPA) session, 10. Business type training including Microsoft products.	Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
6 Follow-up with Allison Habkirk and next steps with Strategic Planning session.	Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Responsibility	Dates	Status
7 That Islands Trust Council receives the "Baseline Report: Affordable Housing in the Islands Trust Area (Updated January, 2019)". That Islands Trust Council receives the document "Affordable Housing in the Trust Area: Strategic Actions for Islands Trust," and considers adding the high priority actions within it in the Trust Council Strategic Plan for the current term.	Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
8 Prioritize protection of the Coastal Douglas Fir and Associated Ecosystems and implementation of the Islands Trust Conservancy Regional Conservation Plan in the Islands Trust Council strategic plan for 2019-2023.	Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	In Progress
9 Direct staff to report back to the June 2019 Trust Council meeting on measures and land-use planning actions that the Islands Trust can take to advance progress toward Local Trust Committee climate reduction targets and achieve further reductions in carbon from Trust operations.	Clare Frater David Marlor Julia Mobbs Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	In Progress
10 Direct staff to include a central focus on equitable climate change mitigation, adaptation, and resilience into strategic planning to provide guidance and support for the Trust Area's efforts to transition away from fossil fuels in ways that prioritize those most vulnerable to climate impacts and most in need of support in transitioning to renewable energy.	Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	In Progress

Follow Up Action Report

Trust Council

Director, Administrative Services

Activity	Responsibility	Dates	Status
1 Effective April 1, 2019, trustees be remunerated for their participation in the Local Planning, Trust Programs and Financial Planning Committees at rate of \$100 per meeting attended for committee members, and \$150 per meeting attended for committee Chairs; and That Trust Council Policy 7.2.1 Trustee Remuneration be amended to reflect this change in remuneration structure; and That staff be directed to bring the draft amendments to Policy 7.2.1 Trustee Remuneration to the next Trust Council meeting for approval of the Policy wording.	Julia Mobbs	Meeting: 19-Sep-2018 Target: 15-Jan-2019	Completed
2 The following committee work programs were approved as presented - Executive Committee, Financial Planning Committee, Local Planning Committee and Trust Programs Committee.	Clare Frater David Marlor Julia Mobbs Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
3 That the Islands Trust Council include a special property tax requisition for the Salt Spring Island Local Trust Area in the amount of \$98,500 in its 2019/20 annual budget, to fund additional operations of the Salt Spring Island Local Trust Committee in preserving and protecting the quality and quantity of water resources within the Salt Spring Island Local Trust Area.	Julia Mobbs	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
4 That the 2019/20 Budget be amended to allocate an additional \$6,000.00 to First Nations Relationship Building gifts and site visits and to be funded from reserves.	Julia Mobbs	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
5 That Trust Council approve the December 31, 2018 Quarterly Financial Report as presented.	Julia Mobbs	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed

Follow Up Action Report

Trust Council

Director, Administrative Services

Activity	Responsibility	Dates	Status
6 That Islands Trust Council Bylaw 176, cited as the "Financial Plan Bylaw, 2019/20" be read a First, Second and Third time and forwarded to the Minister for approval.	Julia Mobbs	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
7 That Islands Trust Council Bylaw 177, cited as the Revenue Anticipation Borrowing Bylaw 2019-20 be read a First, Second and Third time and forwarded to the Minister for approval.	Julia Mobbs	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
8 Direct staff to report back to the June 2019 Trust Council meeting on measures and land-use planning actions that the Islands Trust can take to advance progress toward Local Trust Committee climate reduction targets and achieve further reductions in carbon from Trust operations.	Clare Frater David Marlor Julia Mobbs Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	In Progress

Follow Up Action Report

Trust Council

Director, Local Planning Services

Activity	Responsibility	Dates	Status
1 Trust Council request the Local Planning Committee to report back on a Local Trust Committee applications fee strategy. Sent to the LPC.	David Marlor	Meeting: 15-Jan-2019 Target: 12-Mar-2019	Completed
2 The following committee work programs were approved as presented - Executive Committee, Financial Planning Committee, Local Planning Committee and Trust Programs Committee.	Clare Frater David Marlor Julia Mobbs Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
3 That the content of Trust Council Policy 5.5.i Bylaw Enforcement be deleted and replaced with the attached new Policy 5.5.i Bylaw Compliance and Enforcement. That Bylaw Enforcement be renamed Bylaw Compliance and Enforcement.	David Marlor Miles Drew	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
4 That Islands Trust Council requests implementation of the Coastal Douglas Fir Tool Kit as follows: Distribute the Coastal Douglas Fir Tool Kit to local trust committees and Bowen Island Municipality with a recommendation to add it as a top priority long range planning project. Direct Local Planning Committee to commission mapping of contiguous tracks of the Coastal Douglas-fir zone and associated ecosystems across the Islands Trust Area.	David Marlor	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed

Follow Up Action Report

Trust Council

Director, Local Planning Services

Activity	Responsibility	Dates	Status
5 That Trust Council refer to the Executive Committee, for investigation and report back to Trust Council, the following question - do the provisions of section 4.4.2 of the Trust Policy Statement preclude the approval of developments in which the supply of potable water is solely from rainwater catchment and storage?	David Marlor	Meeting: 12-Mar-2019 Target: 18-Jun-2019	In Progress
6 That Islands Trust Council requests Staff to post the updated "Baseline Report: Affordable Housing in the Islands Trust Area," and the "Affordable Housing in the Trust Area: Strategic Actions for Islands Trust," on the website.	David Marlor	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
7 Direct staff to report back to the June 2019 Trust Council meeting on measures and land-use planning actions that the Islands Trust can take to advance progress toward Local Trust Committee climate reduction targets and achieve further reductions in carbon from Trust operations.	Clare Frater David Marlor Julia Mobbs Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
1 Identify and act on opportunities re freighter anchorages.	Clare Frater	Meeting: 16-Sep-2015 Target: 31-Mar-2019	In Progress
2 Trust Council request staff to provide a report to Trust Council with information about the implications of the Islands Trust taking on a secretariat role for the Howe Sound Community Forum that considers the needs of existing and potential regional coordination processes in the Baynes Sound/Lambert Channel and Saanich Inlet regions and that the Trust Programs Committee is authorized to provide initial support if it deems it advisable out of its existing budget.	Clare Frater	Meeting: 19-Jun-2018 Target: 31-Mar-2019	In Progress
3 Trust Council request staff to update and improve climate change information on the Islands Trust website and that Local Trust Committees and Bowen Island be encouraged to disseminate this information in their communities.	Clare Frater	Meeting: 19-Jun-2018 Target: 31-Aug-2018	Completed
4 Trust Council request that the Executive Committee work with regional districts in the Trust Area to develop a strong, united voice in support of solar energy.	Clare Frater	Meeting: 19-Jun-2018 Target: 31-Jan-2019	In Progress
5 Investigate options for increased use of federal or provincial stewardship agreements for species at risk in the Islands Trust Area.	Clare Frater Kate Emmings Lisa Wilcox	Meeting: 20-Jun-2017 Target: 19-Mar-2019	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
6 The following committee work programs were approved as presented - Executive Committee, Financial Planning Committee, Local Planning Committee and Trust Programs Committee.	Clare Frater David Marlor Julia Mobbs Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
7 1. That Trust Council make the following declaration regarding reconciliation: The Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and honours the rich history, stewardship, and cultural heritage that embody this place we all call home. The Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous peoples. Islands Trust states a commitment to Reconciliation with the understanding that this commitment is a long-term relationship-building and healing process. The Islands Trust Council will strive to create opportunities for knowledge-sharing and understanding as people come together to preserve and protect the special nature of the islands within the Salish Sea. 2. That the Islands Trust Council request the Chair to write to First Nations in the Islands Trust Area to provide Trust Council's declaration regarding reconciliation.	Clare Frater	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
8 Add climate change mitigation, resilience, and adaptation policies to the Islands Trust Policy Statement amendment project. Direct the Trust Council Chair to write to the Chairs of Regional Districts in the Islands Trust Area asserting Trust Council's full support for declarations of a Climate Emergency; Direct the Trust Council Chair to write to the Provincial Minister of the Environment, asserting the Islands Trust Council's support to help the Province close the 25% emissions gap in the CleanBC Plan, and calling on the Province to provide the powers and resources to local governments; Direct the Trust Council Chair to write to the Federal Minister of the Environment, asserting the Islands Trust Council's support to help Canada meet its Nationally Determined Contribution target made in the Paris Agreement and call on the federal government to provide the powers and resources to local governments. Trust Council directs staff to work with First Nations and First Nations government agencies to seek support for the climate change emergency and to engage to coordinate climate action strategies with First Nations within the Islands Trust Area.	Clare Frater	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
9 That Trust Council write a letter to Minister Wilkinson, Minister of Fisheries, Oceans and the Canadian Coast Guard, asking for a moratorium on the herring fishery in the Salish Sea until an ecosystembased management plan is in place that considers the current and future effects of climate change and the potential impacts on predator species, in particular, Chinook Salmon and Southern Resident Killer Whales; and that Bowen Island Municipality and First Nations in the Trust Area be invited to participate as signatories to this letter.	Clare Frater	Meeting: 12-Mar-2019 Target: 18-Jun-2019	In Progress
10 Request staff to create a strong communications program that will support Islands Trust Conservancy conservation initiatives for Coastal Douglas Fir protection as well as support the land use planning process, with a special focus on communicating the role of Development Permit Areas as a tool for Coastal Douglas Fir protection that permits development. Request staff to bring recommendations for how the Natural Areas Property Tax Exemption Program (NAPTEP) can be tailored to highlight and prioritise contiguous tracks of the Coastal Douglas Fir zone in the outreach, communications, and approval of NAPTEP covenants by the Islands Trust Conservancy.	Clare Frater Kate Emmings	Meeting: 12-Mar-2019 Target: 18-Jun-2019	In Progress
11 Request Trust Area Services staff to continue participating in the Coastal Douglas-fir Conservation Partnership.	Clare Frater	Meeting: 12-Mar-2019 Target: 12-Jun-2019	Completed

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
12 Direct staff to report back to the June 2019 Trust Council meeting on measures and land-use planning actions that the Islands Trust can take to advance progress toward Local Trust Committee climate reduction targets and achieve further reductions in carbon from Trust operations.	Clare Frater David Marlor Julia Mobbs Russ Hotsenpiller	Meeting: 12-Mar-2019 Target: 18-Jun-2019	In Progress

Executive Coordinator

Activity	Responsibility	Dates	Status
1 The January 14-15 draft minutes were adopted as presented.	Lori Foster	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed
2 Write to delegation presenter, Peter Lamb with follow-up regarding Climate Change emergency.	Lori Foster	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed

Follow Up Action Report

Trust Council

Manager, Islands Trust Conservancy

Activity	Responsibility	Dates	Status
1 Investigate options for increased use of federal or provincial stewardship agreements for species at risk in the Islands Trust Area.	Clare Frater Kate Emmings Lisa Wilcox	Meeting: 20-Jun-2017 Target: 19-Mar-2019	In Progress
2 Request staff to create a strong communications program that will support Islands Trust Conservancy conservation initiatives for Coastal Douglas Fir protection as well as support the land use planning process, with a special focus on communicating the role of Development Permit Areas as a tool for Coastal Douglas Fir protection that permits development. Request staff to bring recommendations for how the Natural Areas Property Tax Exemption Program (NAPTEP) can be tailored to highlight and prioritise contiguous tracks of the Coastal Douglas Fir zone in the outreach, communications, and approval of NAPTEP covenants by the Islands Trust Conservancy.	Clare Frater Kate Emmings	Meeting: 12-Mar-2019 Target: 18-Jun-2019	In Progress

BRIEFING

To: Trust Council **For the Meeting of:** June 19, 2019

From: CAO **Date Prepared:** May 28, 2019

SUBJECT: Summary of March 13, 2019 Trust Council Strategic Planning Session

PURPOSE: To provide Trust Council with a summary report on the Phase 1 Strategic Planning Session by Trust Council, held on March 13, 2019.

BACKGROUND: Trust Council engaged in a two part strategic planning session with Allison Habkirk, facilitator, and staff. Council was initially divided into working groups to discuss their long term priorities and, in a second phase, to identify specific actions they wished to advance. The results are summarized here in three parts.

1. **Discussion 1 Long Term Objectives/Themes** Trustees were strongly supportive of the following long term objectives.

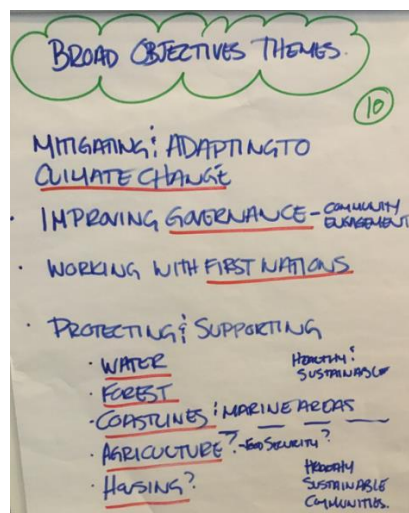
Discussion 1
Islands Trust
Priorities/
long term
objectives

Are the 11
priorities/long term
objectives valid?

Should any be
deleted?

Should any be added?

- Mitigating and adapting to climate change
- Improving governance – community engagement
- Working with First Nations
- Protecting and supporting:
 - Water
 - Forests
 - Coastlines and marine areas
 - Agriculture (food security)
 - Housing
- Healthy sustainable communities

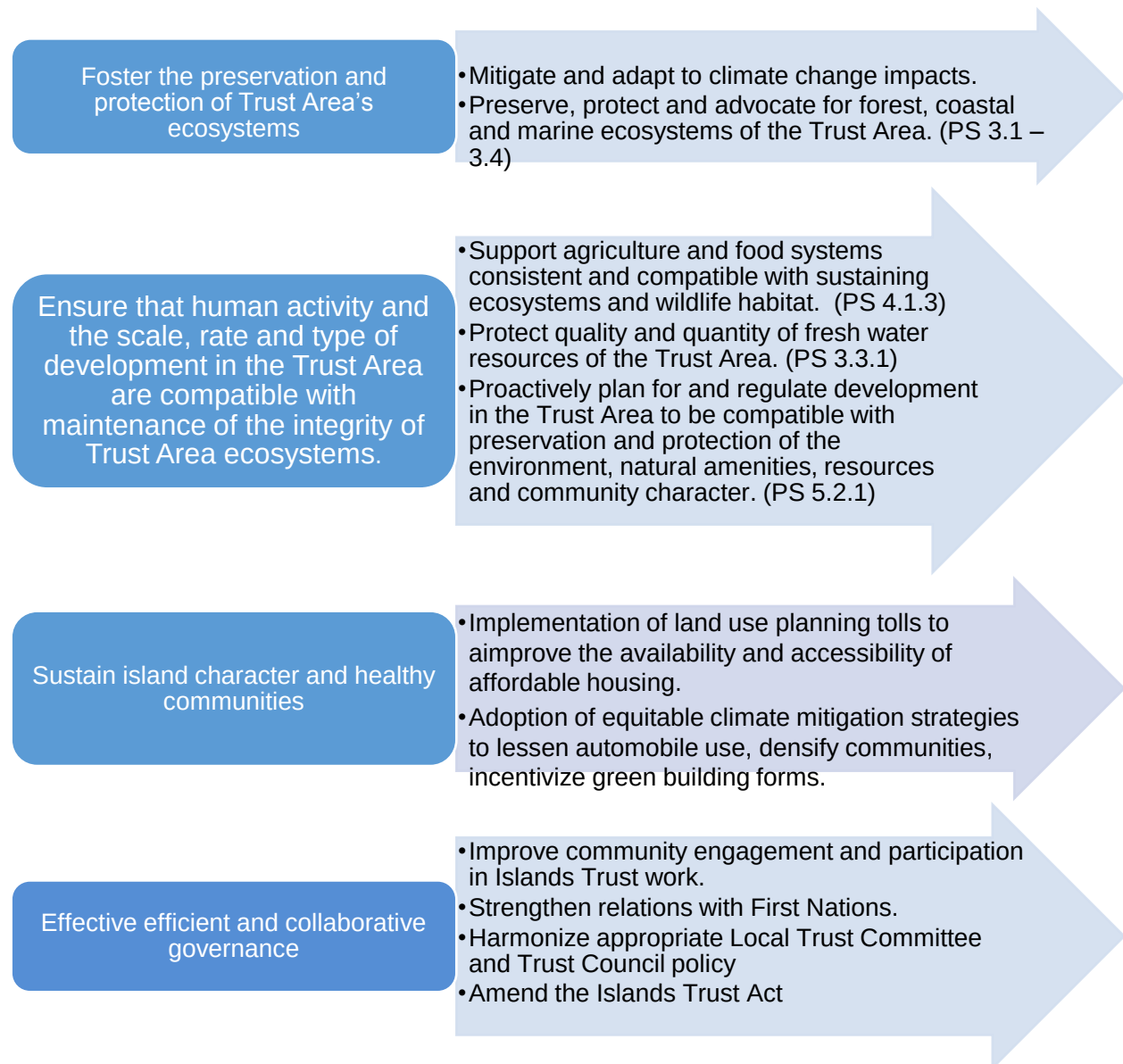


2. Staff, with Ms. Habkirk's assistance, have taken the key objectives above and connected them to the 3 main Policy Statement Goals (plus a fourth goal, effective governance) that exist within the Policy

Statement of the Islands Trust. The Goals are the foundation of the current strategic plan and should rightly remain the building blocks for the organization. The new objectives have been grouped in logical bundles that relate most closely to a long term goal of the organization.

POLICY STATEMENT GOALS

OBJECTIVES



- 3. Strategies and work** The second session was designed to identify specific projects, *which related to the newly identified objectives* that were determined during the first session. That did not happen to the degree that was desired, instead we ended up with a wider ranging list of potential strategies, which while unfocused, is valuable in that it provides insight into some of the work Trustees want to accomplish.

Discussion 2
what do you
want to
achieve in
your term of
office?

What do you want
to achieve in your
term of office?

Try to identify the
10 most important
things out of all of
those you identify

Strategies and Activities: Discussion 2 generated a significant number of initiatives Trustees were interested in focussing on during the term and they have been sorted into groupings below.

More Trust wide efforts to produce efficiencies and consistencies

- Trust wide foreshore DPAs
- Trust wide heritage conservation areas
- Limit dwelling size – island wide policies
- More trust wide DPAs
- Focus staff on Trust wide issues time & resources
- All OCPs conform to Trust Policy
- Tourism management strategy – trust wide STVR regs, carrying capacity, water management, transportation
- DPA we need to implement all types across Trust Area, it will help manage development Trust wide

Education and communication

- Continuing education (Trustees read OCPs etc.) to educate on LTC tools
- Education and engagement of communities, public about above
- Community engagement – website -???- workshops

Governance

- Use power we have
- Feel empowered to just say no
- Policy statement review
- Clarification of purpose and vision of the Islands Trust Act – guide policy statement review - policies
- Increase application fees
- Increase actions at Trust Council level and coherence with LTCs

Greater Internal efficiency

- Resources re-align and increased
- Review of organization to be more efficient less centralized and more ecologically sound

Better external effectiveness

- More Trust wide power and resources – increase involvement of Province – funding
- Strategy for maximizing collaboration/funding from Feds & Prov. To support Trust goals
- Together – focused resources, relationship with senior levels of government
- Establish/develop FN relationships/partnerships/reconciliation/focus cultural heritage in place
- FN policy collaboration

Housing

- Affordable housing,
- Advocate for more public transit, electric vehicles, buses and ferries
- Community diversity/affordable housing across the spectrum/max density

Enforcement/incentivization

- Incentives – reduction in permit fees with ecological/climate change goal related incorporated

- Social development incentives
- Regulatory enforcement – measures e.g. DPAs green sustainable buildings
- Incentive applicants include some positive ecological aspect expedited

Development tools

- Use development tools – no intensification of use without better tools for LTC's to preserve and protect
- Development clustering to achieve intact forests/footprint of house/ecological footprint/lot coverage/rural character
- Define “rural Character”
- Step code – link to incentives and education

Environment

- Carbon neutral communities
- Climate change
- Groundwater scientific info @ aquifer/monitoring/rain catchment/evaluating
- Forest protection and management – more DPAs/bylaw enforcement
- Advance a climate NAPTEP? use incentives rather than fines

Other

- Determine current buildout capacity for Islands
- Electric ferries/public transportation/alternative transportation
- Climate friendly transportation clustering walkability multi use pathways
- Food security
- Proactive toolkit:
- Housing ecological footprint alternative transportation walkable communities'
- Be brave and courageous
- Status quo no longer acceptable or sustainable

ANALYSIS

What is the next step in the process?

The results of the session were provided to Executive Committee on May 8 with the recommendation have staff work through the Discussion #2 items identified by Trustees, and to develop them towards functional strategies to connect to the long term objectives and the Policy Statement Goals. Staff would also include any current initiatives that are in keeping with the direction of Trust Council and vet any new ideas that Trust Council should consider.

What do we do with the vestigial work from last term? Trust Council will need to be made aware of what projects remain on the strategic plan from last term and begin to make some difficult decisions about what to continue and what to let go. It is impractical to simply add to the old Strategic Plan in term of efficiently, focus and resource allocations.

ATTACHMENT(S):

1. N/A

FOLLOW-UP: to be determined by direction of Trust Council

Prepared By: R Hotsenpiller
Reviewed By/Date: May 3, 2019

BRIEFING

To:	Trust Council	For the Meeting of:	June 18, 2019
From:	CAO	Date Prepared:	May 28, 2019
SUBJECT:	Strategic Plan 2019-2022: Identification of strategies		

PURPOSE: Building upon Trust Council's identification of 12 key objectives during the strategic planning session in March, to review proposed strategies recommended by staff to achieve those objectives, and to identify any new strategies to successfully implement the strategic plan.

BACKGROUND: During its March strategic planning session, Trust Council as a whole endorsed a number of key objectives that would provide the foundation for the strategic plan. This work is summarized under separate cover on the June Trust Council agenda. The June strategic planning session is designed to identify and come to consensus on the specific strategies that will realize the objectives of the plan.

Staff have provided, (Appendix A) a list of potential strategies (*italics*) for consideration and debate by Trust Council. Trustees may wish to support the proposed strategies, propose new items, remove items staff have recommended, or even create one or more new objectives. Staff offer a few notes/assumptions supporting the session:

1. The principles and assumptions that were discussed in January and again in March with regard to strategic planning have been incorporated into the proposed plan, those being:
 - a. The strategic plan should be simple, realistic and achievable
 - b. The Plan is in support of the object of the Trust and within our authorities
 - c. The Policy Statement is the primary source of strategic planning direction
 - d. The strategic plan is funded.
2. Staff have provided a basic resource allocation for each proposed item. If there are no costs identified the item is financially/human resource negligible. The proposed plan is resourced at near full capacity for staff and time. Accordingly new items or alternative items will necessarily require removal of a proposed strategy. The final plan will have complete resource and budget information.
3. The proposed strategies focus primarily upon our land use authority with Trust Area Services as a supporting agency to the plan. There is not an extensive amount of issue associated advocacy presented with the proposed strategic plan. There are however recommended corporate strategies that address how the Islands Trust conducts business, particularly in Section D. Efficient Governance.
4. Areas that Trust Council did not mention in the March session and are not included at this time, that were either recommended by the previous Trust Council or by other direction of Trust Council are:
 - a. A strategic direction regarding Species at Risk
 - b. Abandoned vessels

ATTACHMENT(S):

1. **Appendix A: List of Goals, Objectives and Proposed Strategies for the 2019-2022 Strategic Plan**

FOLLOW-UP:

1. Trust Council will review the proposed list of strategies and provide direction on what should be included in the final Strategic Plan. The Plan would then be returned to Trust Council in September for approval.

Prepared By: R. Hotsenpiller

Reviewed By/Date: May 27, 2019

APPENDIX A: Potential strategies for the 2018-2022 Islands Trust Council Strategic Plan

Goal	Objective	POTENTIAL Strategy	Resource
...derived from Policy Statement...	...identified at March 2019 Strategic Planning session and combined with previous strategic objectives...	...strategies proposed by staff based upon previous direction of Trust Council, ongoing issues or professional expertise...	...preliminary resource allocations...
A. Foster the preservation and protection of Trust Area Ecosystems	1. Mitigate and adapt to climate change impacts	1) Amend the Islands Trust Policy Statement to add climate change mitigation directive policies establishing Trust-wide targets for greenhouse gas emission reduction. 2) Amend Islands Trust Policy Statement to add climate change adaptation directive policies. 3) To develop model OCPs and Land Use Bylaws to establish setbacks consistent with the Provincial recent provincial guidelines. 4) As per request from Bowen Island, "to advocate for the electrification of the BC Ferries fleet."	i. ITPS stage 2 - costs staff time, consultation, legal i. ITPS stage 2 - costs staff time, consultation, legal i. Consultant \$15,000
	2. Preserve, protect and advocate for forest, coastal and marine ecosystems	5) Map contiguous tracks of the Coastal Douglas-fir zone and associated ecosystems. 6) Develop model development permit areas for the protection of Coastal Douglas-fir zone and associated ecosystems. 7) Amend OCPs and LUBs to include density bonus in exchange for CFD protection by way of conservation covenant, identify CDF as an amenity to be offered during zoning and designate zones for CDF protection. 8) Undertake review of foreshore policies and regulatory bylaws and develop model policy and regulatory bylaws for the protection of the foreshore. YAY 9) Trust Council support ITCs 5 Year Plan and to promote the application of NAPTEP.	i. Consultant - \$15,000 - \$20,000 - single contract, desktop analysis with random site proofing i. In-house - require 30% planner time for three months. Could be consultant \$7500 i. LPC driven through work programs. Mostly staff time and some legal review costs y. Staff time and consultant. Could be extensive FN involvement. Est. \$20,000

APPENDIX A: Potential strategies for the 2018-2022 Islands Trust Council Strategic Plan

Goal	Objective	POTENTIAL Strategy	Resource
B. Ensure that human activity and the scale, rate and type of development in the Trust Area are compatible with maintenance of the integrity of Trust Area ecosystems.	3. Support agriculture and food systems consistent and compatible with sustaining ecosystems and wildlife habitat	10) Amend OCPs and LUBs to support agriculture and food systems consistent and compatible with sustaining ecosystems and wildlife habitat. (Staff would seek further direction from Trust Council to achieve this objective)	9) LTC program budgets. Undertaken in house.
	4. Proactively plan for and regulate development in the Trust Area to be compatible with preservation and protection of the environment, natural amenities, resources and community character.	11) Review and develop model OCP language for protection of Trust Area ecosystems while addressing scale, rate and type of development. 12) Advocate to reduce impacts of freighter anchorage activities.	10. LPC budget – in house \$5,000 - consultant \$15,000 - \$20,000 depending on scope 11. Council advocacy program - in house
	5. Protect quality and quantity of fresh water resources of the Trust Area.	13) Map and develop water budgets for groundwater aquifers in the Islands Trust Area. 14) Adopt OCP policies and regulations using groundwater mapping and water budgets. 15) Use land use planning tools to promote water conservation, such as through rainwater catchment and greywater recycling.	12. Current year plan is 4 LTCs, est. cost with consultant \$50,000. To complete for all LTCs est. 75,000 to \$100,000 - could be undertaken over multiple years. Money would be allocated from LTC projects budget as would be directed by LTCs work programs.

APPENDIX A: Potential strategies for the 2018-2022 Islands Trust Council Strategic Plan

			Alternatively, could be undertaken through LPC with specific annual budget request. 13. LTC driven - in house bylaw amendments and process, est. \$2,000 to \$5,000 each for hard costs and legal. 14. LTC drive from projects budget, est \$2,000 to \$5,000 each
Goal	Objective	POTENTIAL Strategy	Resource
C. Sustain island character and healthy communities	6. Implementation of land use planning tools to improve the availability, and accessibility of affordable housing.	16) Maintain housing assessments program to LTCs and Bowen Island. 17) Salt Spring Island Local Trust Committee update its Housing Needs Report to be consistent with new Provincial legislation. 18) Develop recommended application procedures to "Fast track" or provide priority to affordable housing approvals. 19) Implement the high priority actions outlined in the <u>Affordable Housing in the Trust Area: Strategic Actions for Islands Trust</u> previously referred by Trust Council	15. 20-15K assessment update 16. undetermined 17. In house 18. Generally in house, budgets would need to be developed for following years.
	7. Adoption of equitable climate mitigation strategies to lessen automobile use, densify communities and incentivize green building forms.	20) Advocate for 'active transportation' planning and investment in the Trust Area. 21) Consideration of amenity zoning to incentivize green building forms.	18. undetermined 19. undetermined, but primarily in house planning activity
D. Effective, efficient and	8. Improve community engagement and	22) Implementation of broadcasting of public meetings for LTCs, Committees and Council 23) Adoption of public engagement policy and practice	20. staff research and reporting will be required to determine

APPENDIX A: Potential strategies for the 2018-2022 Islands Trust Council Strategic Plan

collaborative governance	participation in Islands Trust work.	24) <i>Create new website and initiate social media program</i> 25) <i>Implementation of Islands Trust signage at ferry terminals/access points.</i>	cost, 6-8 month implementation 21. in house activity by TAS, 6 months 22. Budgeted cost of \$100,000/1 year implementation 23. undetermined
	9. Strengthen relations with First Nations	26) <i>For the Islands Trust to make a reconciliation declaration</i> 27) <i>Adopt and implement a Reconciliation Action Plan</i> 28) <i>Develop a Trust wide archaeological impact strategy</i>	24. N/A 25. 1ST year, in house, 2nd yr \$15-20,000, 3rd year \$20-\$25,000 26. in house, potential interagency costs in future.
	10. Harmonize appropriate LTC and TC policies	29) <i>Update application fees</i>	In house costs
	11. Amend Islands Trust Act	30) <i>Allowance for entry warrants</i> 31) <i>Authority to use municipal ticketing for development permit enforcement</i> 32) <i>Adoption of development approval information bylaws by local trust committee</i> 33) <i>Add First Nations to the list of bodies with whom the Trust works in cooperation.</i> 34) <i>Delegation to staff the issuance of development permits</i> 35) <i>Clarification of foreshore zoning authority</i>	Costs will be more clearly developed based upon discussion with the Ministry as to viability of amendments.
	12. Mitigate and adapt to climate change impacts	36) <i>Develop corporate practice and policy associated with climate change adaptation and mitigation including:</i> a. <i>Development of appropriate data and information to facilitate reductions in carbon from corporate and community sources.</i> b. <i>Updating of the Islands Trust Climate Action Plan</i>	



2:15 pm – 2:25 pm	Background – how did we get here?	Russ Hotsenpiller, CAO
2:25 pm – 2:30 pm	This afternoon's task	Allison Habkirk, Facilitator
2:30 pm – 3:20 pm	Group discussion 1 Goals A & B A. Foster the preservation and protection of Trust Area Ecosystems B. Ensure that human activity and the scale, rate and type of development in the Trust Area are compatible with maintenance of the integrity of Trust Area ecosystems. Have we got the objectives and strategies right? Are the objectives listed valid/supportable? Yes/No What do you recommend to Trust Council? Are the strategies listed with the objectives valid/supportable? Yes/no Are there strategies not listed that you think should be listed? What do you recommend to Trust Council?	
3:20 pm – 3:40 pm	Working Break and move to new group	
3:40 pm – 4:30 pm	Group discussion 2 Goals C & D C. Sustain island character and healthy communities D. Effective, efficient and collaborative governance Have we got the objectives and strategies right? Are the objectives listed valid/supportable? Yes/No What do you recommend to Trust Council? Are the strategies listed with the objectives valid/supportable? Yes/no Are there strategies not listed that you think should be listed? What do you recommend to Trust Council?	
4:30 pm – 5:25 pm	Report out & agreeing on strategies	
5:25 pm – 5:30 pm	What's next?	

Discussion 1 2:30 pm – 3:20 pm Goals A & B

INSTRUCTIONS:

Sort yourselves into the groups noted below.

Choose a spokesperson who will take notes of the discussion and report out to the larger group (IT Council)

Please use 50 minutes to discuss the following questions and come to some conclusions amongst your group members that you will report out on.

For this discussion focus your attention on goals A and B detailed on the following pages:

A. Foster the preservation and protection of Trust Area Ecosystems

B. Ensure that human activity and the scale, rate and type of development in the Trust Area are compatible with maintenance of the integrity of Trust Area ecosystems.

Have we got the objectives and strategies right?

Are the objectives listed valid/supportable? Yes/No

What do you recommend to Trust Council?

Are the strategies listed with the objectives valid/supportable? Yes/No

Are there strategies not listed that you think should be listed?

What do you recommend to Trust Council?

At the end of the afternoon your group will be asked to present its conclusions and recommendations to the larger group.

Group 1

Kees Langeris, Gabriola Island
David Maude, Mayne Island
Steve Wright, South Pender Island
Paul Brent, Saturna Island
Doug Fenton, Thetis Island
Laura Patrick, Salt Spring Island

Group 3

Peter Grove, Salt Spring Island
Deb Morrison, North Pender Island
Tahirih Rockafella, Galiano Island
Peter Luckham, Thetis Island
Timothy Peterson, Lasqueti Island
Laura Busheikin, Denman Island

Group 2

Kate-Louise Stamford, Gambier Island
Michael Kaile, Bowen Island Municipality
Dan Rogers, Keats Island
Lee Middleton, Saturna Island
David Critchley, Denman Island
Jeanine Dodds, Mayne Island
Scott Colbourne, Gabriola Island

Group 4

Benjamin McConchie, North Pender Island
Peter Johnston, Lasqueti Island
Cameron Thorn, South Pender Island
Sue Ellen Fast, Bowen Island Municipality
Jane Wolverton, Galiano Island
Alex Allen, Hornby Island

Goal	Objective	POTENTIAL Strategy	Resource
...derived from Policy Statement...	...identified at March 2019 Strategic Planning session and combined with previous strategic objectives...	...strategies proposed by staff based upon previous direction of Trust Council, ongoing issues or professional expertise...	...preliminary resource allocations...
A. Foster the preservation and protection of Trust Area Ecosystems	1. Mitigate and adapt to climate change impacts	1) Amend the Islands Trust Policy Statement to add climate change mitigation directive policies establishing Trust-wide targets for greenhouse gas emission reduction. 2) Amend Islands Trust Policy Statement to add climate change adaptation directive policies. 3) To develop model OCPs and Land Use Bylaws to establish setbacks consistent with the Provincial recent provincial guidelines. 4) As per request from Bowen Island, "to advocate for the electrification of the BC Ferries fleet."	i. ITPS stage 2 - costs staff time, consultation, legal i. ITPS stage 2 - costs staff time, consultation, legal i. Consultant \$15,000
	2. Preserve, protect and advocate for forest, coastal and marine ecosystems	5) Map contiguous tracks of the Coastal Douglas-fir zone and associated ecosystems. 6) Develop model development permit areas for the protection of Coastal Douglas-fir zone and associated ecosystems. 7) Amend OCPs and LUBs to include density bonus in exchange for CFD protection by way of conservation covenant, identify CDF as an amenity to be offered during zoning and designate zones for CDF protection. 8) Undertake review of foreshore policies and regulatory bylaws and develop model policy and regulatory bylaws for the protection of the foreshore. YAY 9) Trust Council support ITCs 5 Year Plan and to promote the application of NAPTEP.	i. Consultant - \$15,000 - \$20,000 - single contract, desktop analysis with random site proofing i. In-house - require 30% planner time for three months. Could be consultant \$7500 i. LPC driven through work programs. Mostly staff time and some legal review costs v. Staff time and consultant. Could be extensive FN involvement. Est. \$20,000

Goal	Objective	POTENTIAL Strategy	Resource
...derived from Policy Statement...	...identified at March 2019 Strategic Planning session and combined with previous strategic objectives...	...strategies proposed by staff based upon previous direction of Trust Council, ongoing issues or professional expertise...	...preliminary resource allocations...
B. Ensure that human activity and the scale, rate and type of development in the Trust Area are compatible with maintenance of the integrity of Trust Area ecosystems.	3. Support agriculture and food systems consistent and compatible with sustaining ecosystems and wildlife habitat	10) <i>Amend OCPs and LUBs to support agriculture and food systems consistent and compatible with sustaining ecosystems and wildlife habitat.</i> <i>(Staff would seek further direction from Trust Council to achieve this objective)</i>	9) LTC program budgets. Undertaken in house.
	4. Proactively plan for and regulate development in the Trust Area to be compatible with preservation and protection of the environment, natural amenities, resources and community character.	11) <i>Review and develop model OCP language for protection of Trust Area ecosystems while addressing scale, rate and type of development.</i> 12) <i>Advocate to reduce impacts of freighter anchorage activities.</i>	10. LPC budget – in house \$5,000 - consultant \$15,000 - \$20,000 depending on scope 11. Council advocacy program - in house
	5. Protect quality and quantity of freshwater resources of the Trust Area.	13) <i>Map and develop water budgets for groundwater aquifers in the Islands Trust Area.</i> 14) <i>Adopt OCP policies and regulations using groundwater mapping and water budgets.</i> 15) <i>Use land use planning tools to promote water conservation, such as through rainwater catchment and greywater recycling.</i>	12. Current year plan is 4 LTCs, est. cost with consultant \$50,000. To complete for all LTCs est. 75,000 to \$100,000 - could be undertaken over multiple years. Money would be allocated from LTC projects budget as would be directed by LTCs work programs. Alternatively, could be undertaken through LPC with specific annual budget request. 13. LTC driven - in house bylaw amendments and process, est. \$2,000 to \$5,000 each for hard costs and legal. 14. LTC drive from projects budget, est \$2,000 to \$5,000 each

Discussion 2 3:40 pm – 4:30 pm Have we got the objectives and strategies, right?

INSTRUCTIONS:

Sort yourselves into the groups noted below.

Choose a spokesperson who will take notes of the discussion and report out to the larger group (IT Council)

Please use 50 minutes to discuss the following questions and come to some conclusions amongst your group members that you will report out on.

Focus your attention on the goals C and D detailed on the following pages:

C. Sustain island character and healthy communities

D. Effective and efficient collaborative governance

Have we got the objectives and strategies right?

Are the objectives listed valid/supportable? Yes/No

What do you recommend to Trust Council?

Are the strategies listed with the objectives valid/supportable? Yes/No

Are there strategies not listed that you think should be listed?

What do you recommend to Trust Council?

At the end of the afternoon your group will be asked to present its conclusions and recommendations to the larger group.

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Goal	Objective	POTENTIAL Strategy	Resource
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C. Sustain island character and healthy communities	6. Implementation of land use planning tools to improve the availability, and accessibility of affordable housing.	16) <i>Maintain housing assessments program to LTCs and Bowen Island.</i> 17) <i>Salt Spring Island Local Trust Committee update its Housing Needs Report to be consistent with new Provincial legislation.</i> 18) <i>Develop recommended application procedures to "Fast track" or provide priority to affordable housing approvals.</i> 19) <i>Implement the high priority actions outlined in the Affordable Housing in the Trust Area: <u>Strategic Actions for Islands Trust</u> previously referred by Trust Council</i>	15. 20-15K assessment update 16. undetermined 17. In house 18. Generally in house, budgets would need to be developed for following years.
	7. Adoption of equitable climate mitigation strategies to lessen automobile use, densify communities and incentivize green building forms.	20) <i>Advocate for 'active transportation' planning and investment in the Trust Area.</i> 21) <i>Consideration of amenity zoning to incentivize green building forms.</i>	18. undetermined 19. undetermined, but primarily in house planning activity

Goal	Objective	POTENTIAL Strategy	Resource
...derived from Policy Statement...	...identified at March 2019 Strategic Planning session and combined with previous strategic objectives...	...strategies proposed by staff based upon previous direction of Trust Council, ongoing issues or professional expertise...	...preliminary resource allocations...
D. Effective, efficient and collaborative governance	8. Improve community engagement and participation in Islands Trust work.	22) Implementation of broadcasting of public meetings for LTCs, Committees and Council 23) Adoption of public engagement policy and practice 24) Create new website and initiate social media program 25) Implementation of Islands Trust signage at ferry terminals/access points.	20. staff research and reporting will be required to determine cost, 6-8 month implementation 21. in house activity by TAS, 6 months 22. Budgeted cost of \$100,000/1 year implementation 23. undetermined
	9. Strengthen relations with First Nations	26) For the Islands Trust to make a reconciliation declaration 27) Adopt and implement a Reconciliation Action Plan 28) Develop a Trust wide archaeological impact strategy	24. N/A 25. 1ST year, in house, 2nd yr \$15-20,000, 3rd year \$20-\$25,000 26. in house, potential interagency costs in future.
	10. Harmonize appropriate LTC and TC policies	29) Update application fees	In house costs
	11. Amend Islands Trust Act	30) Allowance for entry warrants 31) Authority to use municipal ticketing for development permit enforcement 32) Adoption of development approval information bylaws by local trust committee 33) Add First Nations to the list of bodies with whom the Trust works in cooperation. 34) Delegation to staff the issuance of development permits 35) Clarification of foreshore zoning authority	Costs will be more clearly developed based upon discussion with the Ministry as to viability of amendments.
	12. Mitigate and adapt to climate change impacts	36) Develop corporate practice and policy associated with climate change adaptation and mitigation including: a. Development of appropriate data and information to facilitate reductions in carbon from corporate and community sources. b. Updating of the Islands Trust Climate Action Plan	

Date: May 30, 2019

**June Trust Council
Galiano**

The primary focus of the last few months of the executive branch has been the advancement of the strategic plan. Trust Council identified a number of broad objectives and areas of interest for the coming term and staff have developed potential strategies or work plan items that will address those objectives. The strategies offered do represent a change in direction from the last strategic plan, focusing more upon the land use function of the organization with Trust Area Services acting in a supportive capacity rather than the lead on a large number of advocacy issues. Trust Council may decide in June that they wish to refine or change that direction, as it is of course, Trust Council's plan. That in fact may be likely: we have an unprecedented 6 trustee sponsored Requests for Decision on the June agenda covering a wide range of issues.

We have largely completed the renovation of the Victoria offices and the project has gone well. We have a clean and modern space more in keeping with the image of the Trust we share and able to function as a recruitment instrument for future employees. We have a much improved meeting space, which some trustees have had a chance to experience, and an increased electronic meeting capability. We have not got the entire technological spectrum figured out yet - we know there remains some challenges calling into meetings - but the in office experience is much better. The overall project should be complete by mid June and remains under budget.

Following the March budget approval by Trust Council we initiated hiring for a number of positions, both for the new permanent status of the Senior Policy Advisor and for the covenant monitoring specialist. We had a number of vacant positions to fill as well, but I can happily report that we have, with one exception, a full complement of staff for the first time in several years! We have also gained some provincial planning experience as two of our Ministry staff, Narissa and Brad, have come over to join the Trust. We also will be losing Lisa Floritto out of the Salt Spring office and Miles Drew out of every office, to retirement. We miss them already.

Senior staff met with the Ministry regarding our request for amendments to the *Islands Trust Act*. We reviewed the 10 requests that we have made and agreed to meet early in the summer. I will update Trust Council in June on the status of the amendment process.

The AVICC meeting was held in Powell River in April and was attended by the Chair, myself Trustee Rogers, and Trustee Fast. There were a number of topical presentations including one by the CEO of BC Ferries, Mark Collins on the modernization of the fleet, their use of LNG as fuel and their progress towards electric ferries. The Islands Trust resolutions on adoption of a cumulative effects framework for the marine environment and a request to the Province to enable municipal type ticketing for development permits were endorsed.

Russ Hotsenpiller

Top Priorities Report

Executive Committee

1. *Islands Trust Act Amendments*

Investigate possibility of amendments to the Islands Trust Act to broaden the Islands Trusts ability to serve its communities and to strengthen its mandate to preserve and protect.

Responsible

Russ Hotsenpiller

Dates

Rec'd: 26-Oct-2016

2. *Update Islands Trust Policy Statement*

Undertake a First Nations and public engagement process to prepare for Policy Statement amendments.

Responsible

Clare Frater

Dates

Target: 31-Mar-2019

3. *Climate Change Emergency*

Matters pertaining to Islands Trust declaring a climate change emergency.

Responsible

Russ Hotsenpiller

Dates

Rec'd: 05-Jun-2019



Projects Report

Executive Committee

1. <i>Advocate to reduce negative impacts of shellfish aquaculture practices</i>	Responsible	Date Received
Develop project charter and budget requests to build organizational capacity (knowledge and time) related to shellfish aquaculture advocacy	Clare Frater	16-Aug-2017
2. <i>Improve communications about the Islands Trust object and history</i>	Responsible	Date Received
Develop communications strategy	Clare Frater	30-Aug-2017
3. <i>Revisions to Crown Land protocol agreements and letters of understanding</i>	Responsible	Date Received
Negotiate with BIM and FLNRORD	Clare Frater	19-Jun-2014
4. <i>Oil Spill and Shipping Safety</i>	Responsible	Date Received
Various advocacy activities including Chair letters and participation in forums	Clare Frater	01-Apr-2014
5. <i>Anchorage Advocacy Strategies</i>	Responsible	Date Received
Implement advocacy strategy relating to temporary freighter anchorages in the Trust Area, including an opinion editorial about anchorage issues for local and regional newspapers; letter to the Minister of Transport Canada conveying community group and Islands Trust concerns over communication and processes associated with the Interim Protocol and roundtable meeting about anchorages to bring together interested community groups, First Nations, industry, Transport Canada and stakeholders.		05-Jun-2019

Projects Report

Executive Committee

6. <i>Executive management of the Victoria Office renovation project, 2018/19.</i>	Responsible	Date Received
		05-Jun-2019

BRIEFING

To: Trust Council **For the Meeting of:** June 19, 2019

From: CAO **Date Prepared:** May 31, 2019

SUBJECT: Update on request to the Ministry of Municipal Affairs and Housing to amend the Islands Trust Act

PURPOSE: To provide Trust Council an update on the process of amendment the *Islands Trust Act*.

BACKGROUND:

Amending the *Islands Trust Act* has been a strategic goal for Trust Council and a priority work item for Executive Committee for two years. The Chair wrote to Minister Robinson in December 2018 asking for a specific list of amendments. Ministry staff then met with senior staff in late March to discuss each of the items. The parties left the meeting each with work to do on matters of clarification on the items. The Ministry has asked for a deeper business case or rationale for some of the amendments, which staff are preparing. It is expected that a follow up meeting will occur in late June. Below is a list of the requested amendments with some brief explanatory notes.

Summary of potential amendments to the *Islands Trust Act 2018*

ENFORCEMENT AND ADMINISTRATION AMENDMENTS

1. Allowance for Entry Warrants	S. 28(1.1) of the <i>Local Government Act</i> is applicable to Regional Districts but not the Islands Trust. This authority should not be excluded from Islands Trust/local trust committees and the lack of authority impacts delivery of enforcement of land use planning decisions.
Implementation i. Amend Section 28 (1.1) of the <i>Local Government Act</i> to add “Islands Trust”. <i>Staff provided a rationale to the Ministry regarding the need to access lands, they received the information and requested a business case.</i>	
2. Development Permit Area Enforcement Using Tickets	The use of ticketing to support the administration and delivery of a robust development permit authority would be the preferred outcome. The Trust has made this request of the Ministry in the past, most recently in 2016.
Implementation i. Pilot project in the Islands Trust Area – by conferring additional enforcement powers by regulation under Section 54(2) of the <i>Islands Trust Act</i>. ii. Add to s. 28 a section to the effect that under s. 264 of the Community Charter, applicable to local	

trust committees under s. 414 of the *Local Government Act* and s. 28(1.1) of the *Islands Trust Act*, a local trust committee may also designate ss. 489 and 501(2) of the *Local Government Act* for the purposes of s. 264. Section 489 is the section of the *Local Government Act* that prohibits subdivision, etc. in a development permit area if a development permit hasn't been obtained. Section 501(2) is the section that requires land to be developed strictly in accordance with the permit.

Ministry staff indicated that they were aware that this is an issue and that local governments across the province share our concerns and that they will respond as to the ability to deliver this request.

3. Adoption of Development Approval Information Bylaws by local trust committees (LTC)	Mainly an administrative improvement, this amendment would increase the efficiency and independent ability of LTCs to administer their areas. This should reduce wait times for applicants.
Implementation i. Amend <i>Islands Trust Act</i> by repealing s.29(3.1) Amendment of s. 29(3.1) of the <i>Local Government Act</i> is required. Implementation by the Islands Trust would be relatively easy, would simplify the process and would reduce staff/administrative time. <i>This item required extensive discussion regarding the difference between local authority and a Trust wide authority. Ministry staff have asked for additional rationale but understand the request.</i>	

4. For the Islands Trust to obtain the authority to charge a fee for telecommunications applications	A fee structure and process is needed to allow thorough review of antenna and telecom infrastructure applications.
Implementation (to be determined) The Ministry of Innovation, Science and Economic Development Canada (ISED) has jurisdiction over telecommunications. ISED looks for the relevant land use authority to issue a letter of concurrence, the production of which requires a public process. Section 462 of the <i>Local Government Act</i> restricts the ability for local trust committees to charge fees. The <i>Islands Trust Act</i> limits the Islands Trust to only proscribe fees associated with its land use authority. We would request assistance from the Ministry to find a means for the Islands Trust to charge a fee for such an occurrence as is described. <i>Ministry staff were generally not supportive of this request so to advance this will require further work.</i>	

MODERNIZATION

5. Support in principle for amending the <i>Islands Trust Act</i> to add "First Nations" to the list of those with whom we work "in co-operation"	This amendment is both timely and appropriate with the focus of Trust Council on principles of reconciliation and the adoption of a First Nations Engagement Plan.
Implementation i. amendment to the <i>Islands Trust Act</i>, Part 2, Section 9 to add First Nations. ii. amendment to <i>Islands Trust Act</i>, Part 3 to add "First Nations" This request was made to the Ministry in 2015. <i>Concerns were expressed associated with the legal ramifications of this request and staff are developing a legal brief in support of the request.</i>	

6. Development Permit and Temporary Use Permit delegation to Staff	Unlike other jurisdictions in BC with land use authority, the Islands Trust does not have the ability to delegate via bylaw the authority to staff to issue development permits.
Implementation i. Amend Section 29 of the <i>Islands Trust Act</i> to enable local trust committees to delegate, by bylaw, the issuance of development permits and development variance permits, subject to the right of the applicant to have the local trust committee reconsider the matter without charge and to the local trust committee, in its procedures bylaw enacted under s. 460 of the LGA, establishing reconsideration procedures. <i>General discussion.</i>	
7. Clarification of foreshore zoning authority	There are jurisdictional inconsistencies with how foreshore zoning is administered with regard Regional Districts throughout the Trust Area. This matter is long standing and is a function of language and mapping in the <i>Islands Trust Act</i> and the Islands Trust Regulation.
Implementation (to be determined) Clarification on this matter would support consistency in interpretation and aid in working with other jurisdictions that have foreshore zoning powers. Implications of implementation of any potential changes are undetermined. Engaging in discussions with the Ministry on this issue would require dedicated staff time and legal analysis. <i>As this is an in camera matter in terms of legal advice, staff will brief Trust Council in closed session.</i>	
8. Add language to <i>Islands Trust Act</i> similar to <i>Local Government Act</i>, s. 294, allowing for “incidental or conducive powers.”	A minor broadening of corporate power, similar to what Regional Districts have, would allow the Trust to undertake some supportive actions in support of the mandate of Trust.
Implementation i. Amend Section 4 of the <i>Islands Trust Act</i> by adding “The Trust Council, the executive committee, and the local trust committees have all the necessary power to do anything incidental or conducive to the exercise or performance of any power, duty or function conferred by this or any other enactment.” This power is not a full ‘corporate person power;’ rather it would provide a backstop to a given jurisdictional issue or challenge. <i>Ministry staff were not generally supportive of this request indicating that the Interpretation Act provides a similar assurance.</i>	
9. Include reference to the ecosystem in section 8.2 of the <i>Islands Trust Act</i>	8.2 (f) and (h) of the ITA allows for ‘support and give financial assistance to activities referenced to in paragraphs (f) and (g) that are undertaken by others. This section seems to all LTCs to fund heritage and history related activities but does not include “environment or ecosystem.”

Implementation

- i. Amend s. 8(2)(f) of the *Islands Trust Act* to “amenities, environment, history and heritage”

Clarity is sought as to whether LTCs can allocate funds for environmental activities undertaken by others, in a similar fashion to history and heritage conservation. We recommend amending “history and heritage” in two places in 8(2)(f) to “amenities, environment, history and heritage”. Amenities and environment are the terms used in the object statement in s. 3 of the *Act*.

This item was not fully addressed, the Ministry expressed challenges seeing the limitation that the Islands Trust is highlighting regarding expenditures regarding ecosystems under the current regime.

ADVANCING THE MISSION OF THE ISLANDS TRUST

10. Affordable Housing and Housing service amendments	The Islands Trust has limited ability to provide affordable housing initiatives to communities and is reliant on Regional Districts to establish and deliver affordable housing services, in cooperation with the Trust. Increased authority in this area would be in keeping with both a key vision element of Trust Council and its strategic plan.
Implementation i. Amendments to confer the powers of a regional district board that would be required to establish and operate a non-profit housing service, including the authority to acquire and dispose of land and interests in land The Islands Trust would seek to be able to hold land for the purposes of affordable housing. We would seek to cooperate with relevant Regional Districts but also provide this service if a given Regional District does not provide a satisfactory service. Desired changes: a) To be able to enter into agreements with third parties to administer affordable housing. b) To be able to operate a housing service. c) Local Trust Committees be able to acquire and dispose of land. - d) <i>Given the impact to Regional Districts of this request and the notion that it is outside the authorities provided by the mandate of the Trust Ministry staff were generally not supportive of this request.</i>	

ATTACHMENT(S):

- 1. N/A

FOLLOW-UP: Staff will continue meeting with Ministry staff in June to advance the request to the Ministry for consideration of amendments to the *Islands Trust Act*.

Prepared By: R. Hotsenpiller

Reviewed By/Date: May 31, 2019

To: Trust Council **For the Meeting of:** June 19, 2019
From: CAO **Date Prepared:** May 23, 2019
SUBJECT: Report on Climate Change Adaptation and Mitigation strategies by the Islands Trust

PURPOSE: To provide Trust Council a summary report on current and past actions, and policies adopted by the Islands Trust to address climate change. This report is a companion report to the land use actions report on the current agenda and is offered to provide context for Trust Council as they contemplate a range of potential options to address climate change within the Trust Area.

BACKGROUND: On March 13, Trust Council passed the following resolution:

That the Islands Trust Council:

1. Declare a Climate Change Emergency in the Islands Trust Area.
2. Add climate change mitigation, resilience, and adaptation policies to the Islands Trust Policy Statement amendment project.
3. Direct the Trust Council Chair to write to the Chairs of Regional Districts in the Islands Trust Area asserting Trust Council's full support for declarations of a Climate Emergency;
4. Direct the Trust Council Chair to write to the Provincial Minister of the Environment, asserting the Islands Trust Council's support to help the Province close the 25% emissions gap in the Clean BC Plan, and calling on the Province to provide the powers and resources to local governments;
5. Direct the Trust Council Chair to write to the Federal Minister of the Environment, asserting the Islands Trust Council's support to help Canada meet its Nationally Determined Contribution target made in the Paris Agreement and call on the federal government to provide the powers and resources to local governments.
6. Direct staff to report back to the June 2019 Trust Council meeting on measures and land-use planning actions that the Islands Trust can take to advance progress toward Local Trust Committee climate reduction targets and achieve further reductions in carbon from Trust operations.
7. Direct staff to include a central focus on equitable climate change mitigation, adaptation, and resilience into strategic planning to provide guidance and support for the Trust Area's efforts to transition away from fossil fuels in ways that prioritize those most vulnerable to climate impacts and most in need of support in transitioning to renewable energy.
8. Trust Council directs staff to work with First Nations and First Nations government agencies to seek support for the climate change emergency and to engage to coordinate climate action strategies with First Nations within the Islands Trust Area.

While the Islands Trust, as a function of its mandate and authority, has included climate change adaptation and mitigation measures in its decision making, including Bill 27 OCP implementation and the application of land use regulations, this briefing provides an overview of specific climate actions that the organization has taken.

1. **Anticipated climate changes within the Trust Area:** Given accessible climate change information for the region, it is anticipated that with an increase in global warming at or above 1.5 C the Trust Area would be impacted in the following ways.
 - i. Wetter fall seasons
 - ii. Dryer, hotter summers, drought conditions
 - iii. More inclement weather, extreme weather events
 - iv. Warmer winters
 - v. No frost
 - vi. Rise in sea level
 - vii. Species shift
2. The following table provides a timeline of key climate change actions by the Islands Trust and Islands Trust Conservancy over the last 15 years.

Table 1. Timeline of climate change actions

2005	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
passed resolution for advocacy on climate change	Signed BC Climate Action Charter	developed "Trust Area Climate Vulnerabilities" document	Bill 27 requirements, develop OCP amendments: Climate Smart Islands Program	over 2 year span, the majority of OCPs are amended to incorporate Bill 27			adoption of Carbon Neutral Operations Policy 7.4.v		Letter to Prime Minister Trudeau re Paris Climate Accord	State of the Islands Report	initiated groundwater workshops	delivered seal level rise workshops	declared climate emergency
		adopted Corporate Climate Action Plan					Corporate Sustainability Advisory Group Initiated					Adopted CDF toolkit	

3. BC Climate Action Charter

The Islands Trust is a signatory to the BC Climate Action Charter and has taken a number of steps to honor that commitment. Since 2007, we have reported on our website on our plan to achieve our climate action goals. We participate in the Climate Action Revenue Incentive Plan (CARIP) that requires we summarize our GHG emissions and energy consumption and detail our programming towards carbon neutrality. To summarize, the Islands Trust as an organization generates between 55 and 65 tCO₂e per year. We have traditionally then purchased carbon credits to achieve carbon neutrality from the Community Carbon Marketplace, which we been doing since 2012.

Using 2017 CARIP report as an example, key emissions measures are the following:

- a) Direct emissions
 - a. Vehicles fuel 14652 L
 - b. Stationary gigajoule 346
- b) Indirect Emissions
 - a. Purchased energy gigajoule 506
 - b. Purchased reported gigajoule 126
- c) Scope 3 emissions
 - a. Office paper packages 608

Please note that while the Province committed to providing Community Energy and Emission Inventory data for local governments, there is insufficient data for the Islands Trust specifically, requiring that we use a conversion factor to approximate some of our emissions measures.

4. **Bill 27 OCP Greenhouse Gas amendments**

Under separate cover a report will be provided to the June 2019 Trust Council meeting that will include the amendments to local trust committees OCPs required by Bill 27. Generally, each LTC/Bowen Island Municipality (except Piers Island) adopted target reductions for their area, either a 50% or 33% reduction by 2020 and a greater, 85% reduction by 2050. Land use bylaws have not been comprehensively updated to reflect OCP direction. There has been no sustained performance measurement of each local trust area/island municipality to determine how successful the OCP amendments have been in reducing emissions. Datasets are limited on an LTA/IM by LTA/IM basis for specific GHG reductions.

5. **Corporate Actions**

- i. In 2007, the Islands Trust adopted a **Corporate Climate Action Plan**. From a corporate perspective, the three areas effecting our emissions levels are travel, paper and building heating and maintenance. The Climate Action Plan provides a reasonably rigorous analysis of these target emission sources as well as others and make recommendations for mitigations. The Action Plan has led to a number of business practices that are still in place including:
 - a. Reduction of printing
 - b. Reduction of color printing
 - c. Double siding of documents
 - d. Not producing paper agendas
 - e. Support for employees to commute by bike
 - f. Increased ride sharing to staff and Trust meetings
 - g. Replacement of the windows and shading of Victoria office
 - h. Revised purchasing policy to emphasize energy efficiency

The plan is now somewhat dated and could be refreshed to find new points of emphasis and education for staff and trustees.

Since 2007 the Trust has monitored its GHG generation and in support of the Action Plan.

- ii. Adoption of **Policy 7.4.5 Carbon Neutral Operations**. This policy formalized a number of Trust wide operations dedicated to GHG reduction, including a carbon reduction goal, identification of carbon emission sources, dedication to using offsets to achieve carbon neutrality (including purchasing criteria) and reporting requirements.
- iii. In January 2013, a Corporate Sustainability Advisory Group (Green Team) was identified consisting of one member of Trust Council and a department representative across the organization. The term was for 12 months and the terms of reference included develop innovating ways to address climate change impacts and GHG reductions and to implement the Corporate Action Plan.

From the available data on Islands Trust operations, it is reasonable to conclude that we are a low carbon producing organization.

6. **Regional and National Context**

It would be impractical to provide a comprehensive overview of regional climate change initiatives; however, it is worth noting that there have been 16 declarations of a climate emergency in BC. Prominent among them is the City of Vancouver who have recently unanimously approved a motion recognizing the climate emergency and passing an ambitious set of six “Big Moves” that will guide

the City's response to Climate Change. The goal is to meet the objective of limiting warming to 1.5C as per the Paris Agreement.

The initial wave of climate emergency declarations occurred in Quebec (2018-2019), with over 300 communities having taken this step.

7. Issues and Opportunities

The following items provide a list of issues, amongst many, that could form the basis for further discussion by Trust Council.

- We do not have accurate Community Energy and Emissions Inventory information which limits our ability to accurately measure how emissions programing is reducing carbon levels.
- Issue of built form density is central to lessening climate change impacts and GHG production within the Trust Area.
- The Islands Trust does not have climate change policy in the Policy Statement but does in Official Community Plans and a variable level of climate regulation in LUBs.
- Corporate opportunities: electronic meetings, carbon friendly foods, further policies on travel.
- We have not liaised with First Nations on climate change in any substantial manner and will need to include this issue in our Policy Statement discussions.

ATTACHMENT(S):

- 1. N/A**

FOLLOW-UP: As directed by Trust Council

Prepared By: R Hotsenpiller

Reviewed By/Date: May 28, 2019



Islands Trust Council Plan for Continuous Learning

(What other topics would trustees like to propose?)

Updated May 9, 2019

Year	Trust Council Meeting	Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
2019	December (Victoria)				
	September (Bowen)				
	June (Galiano)	Strategic Plan	What Elected Officials Need to Know about FOI & Protection of Privacy Training (LGMA) June 25 th webinar.		Chair, Vice Chair, Committee Chairs & ITC Chair training
	March 2019 (Gabriola)	Strategic Plan	Young/Anderson Introduction Bill Buholzer		
	January 2019 Nanaimo	Orientation	Orientation		NA
2018	November (Victoria)	Orientation	Orientation	Orientation	Orientation
	September (Gambier/Keats)	Lessons Learned 2014 -2018	Implications of the Water Sustainability Act		
	June (Saturna)	Strategic Plan	<i>Islands Trust Act</i> Amendments		Agricultural Land Commission/Islands Trust
	March (Salt Spring)	(Freshwater Specialist) (Water Sustainability Act) Regional Conservation Plan		Adapting to Climate Change	March (Salt Spring)



Islands Trust Council Plan for Continuous Learning

Year	Trust Council Meeting	Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
2017	December (Victoria)	Ocean Protection Plan			(San Juan County) (U.S. and Canadian Consuls General)
	September (Denman)				Effective Advocacy Regional Districts
	June (Lasqueti)	ITC Regional Conservation Plan	Role of the Trustee (2)	Species at Risk	
	Webinars (dates TBD)				

POTENTIAL TOPICS/AGENCY LIAISON FOR CONSIDERATION FOR FUTURE SESSIONS:

Suggestions arising during 2018-2022 Term:

1. Water Licensing Branch session
2. Climate change related topics including enforcement, bylaw sharing associated with climate change,
3. Housing agreements and how they work
4. First Nations relationship building
5. Indigenous Law
6. How we measure Preserve and Protect
7. Engagement tools associated from IAP2
8. Agency liaison such as Agricultural Land Commission
9. *Freedom of Information and Protection of Privacy Act* (FOIPPA) session
10. Business type training including Microsoft products
11. Chair, Vice Chair, Committee Chairs & ITC Chair training
12. Private Managed Forest Lands (PMFL)
13. ALC session with CEO and Chair - aim for September TC



Islands Trust Council Plan for Continuous Learning

Suggestions arising during 2014-2018 Term:

1. Islands Trust Conservancy and the incorporation of the 2018-2027 Regional Conservation Plan information into local trust committee/island municipality official community plans.
2. *Water Sustainability Act (postponed from March 2017 due to difficulty scheduling speakers)*
3. Heritage Conservation Act session
4. Office of the Ombudsperson session
5. Making Online Meetings Work
6. OneNote for meetings
7. Public Consultation and Polling
8. NMCA – implications for local zoning jurisdiction
9. Options for a trustee network
10. Introduction to the Island Trust Policy Statement
11. Participatory decision-making (using expertise on Bowen Island)
12. Effective Communications and Social Media
13. Fisheries and Oceans with a senior representative from the Department of Fisheries and Oceans
14. Shoreline Planning
15. First Nations Policy & Engagement (deferred from Sept 2018)
16. Archaeological Site Protection (2)



TRUSTEE SPONSORED REQUEST FOR DECISION

To: Trust Council **For the Meeting of:** June 20, 2018
From: Tahirih Rockafella - Galiano **Date Prepared:** May 29, 2019
SUBJECT: Private Managed Forest Land Advocacy

RECOMMENDATION:

That the Islands Trust Council request that the Chair respond to the Ministry of Forests, Lands and Natural Resources Operations and Rural Development's consultation on the Private Managed Forest Land Act and request that the Act require standards that are equivalent to Crown forest land regulations and that Section 21 be amended to allow local governments to regulate, but not prohibit forest management activities.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The Islands Trust Council has been concerned with the *Private Managed Forest Land Act* since its enactment in 2004. Under section 21 of the PMFLA, local governments (including local trust committees and island municipalities) are prohibited from adopting bylaws or issuing permits that would restrict, directly or indirectly, forest management activities managed forest lands, and there is no consultation with Islands Trust or other local governments about stewardship plans. As the Province is currently consulting on this topic, with a deadline of July 9, 2019, the recommendation is timely.

1 PURPOSE:

This RFD to request amendments to the Private Managed Forest Act (PMFLA) was motivated by recent clear-cut logging on Galiano's PMFL lands. The current forestry practices on private forest land reveal the disconnect between the concerns about climate change and initiatives to protect the sensitive Coastal Douglas Fir (CDF) zone, while allowing unregulated logging to take place on BC's coast.

The intention of this RFD is that the Islands Trust will add their voice to the many other communities who are appealing the Province for amendments to the PMFLA. The City of Fernie introduced a resolution in March to appeal to the UBCM to amend the PMFLA, which was then supported by the City of Nelson in April. The AVICC endorsed a resolution at their April annual meeting for amendments to the PMFLA. Premier John Horgan announced in January, as part of the Coast Forest Sector Revitalization, that one of his five main goals is to restore public confidence through amendments to the Forest and Range Practices Act and auditing the private managed forest land regime. In 2018, for the first time, a local elected official, Councillor Brian Frenkel, UBCM's Second Vice President, was appointed to the Managed Forest Council, so there is now a local government voice at the table.

It is vital that the Islands Trust now join the many municipalities demanding better management of our forest lands.

2 BACKGROUND:

The PMFL Act has been a topic of concern since its inception in 2003. This legislation has affected communities throughout BC, as it specifically targets the jurisdiction of local governments and their ability to encourage better practices on forest lands.

In BC, over 824,000 hectares of forest land is privately managed, most of which is found on the coast of BC, and includes old-growth forest and the Coastal Douglas-fir zone. Forest management practices on privately managed forest lands are primarily governed by the Private Managed Forests Lands Council, and do not require public consultation on stewardship plans before harvesting activities take place, and are not subject to local government bylaw. The PMFL has serious impacts on the CDF zone, as logging within the PMFL has been found to occur at twice the sustainable rate, with increasingly younger trees being logged (Canadian Centre for Policy Alternatives, 2008). BC has also seen a significant rise in raw log exports, with 62% being harvested from private forest lands (Saxifrage, 2013). Once land is designated as PMFL, the regulatory requirements are even less stringent than Forestry & Range Practices Act (FRPA), resulting in significant economic, environmental, and social consequences (Auditor General of BC, 2008).

In 2015, UBCM conducted a study that found “forest policy decisions need to be made in an open and transparent manner, based on community engagement and consultation, to ensure that the decisions are in the best interests of all parties; and the overall sustainability of the forest resource”. The PMFLA specifically states that local government may not regulate any activity that would directly, or indirectly, affect management of a forest land. There are also no requirements for public consultation or to provide stewardship plans before harvesting or road building activities take place. The Council of Powell River stated in 2016 that “the local government and community would benefit significantly if landowners within the PMFL were required to share the management commitment, operations map, harvesting plans and supporting assessments and long-term disposition or development intentions for their land”.

As stated by Douglas Harris of the UBC faculty of Law, “the PMFLA is a highly flexible, industry-friendly Act, which does not prohibit activity on forest land, but provides incentives to forest land owners”. Therefore, landowners within the PMFL are realizing the significant benefits of lower taxation, while harvesting the trees unrestricted by local government bylaws. This is a market-driven approach to determining the best use of land, at a time when we should be moving away from liquidating our forests and instead focusing on sustainably managing our remaining assets.

The Collaborative Partnership on Forests found that “sustainable forest management provides an effective framework for forest-based climate change mitigation and adaptation”. While the move to electric vehicles is beneficial, the destruction of forests accounts for more global emissions than all the cars and trucks in the world. Our forests are “the best large-scale investment we can make against climate change” (UN Secretary General, 2008). BC’s forests were once a massive carbon sink and have now become a carbon source. This is due to a number of climate-related factors, but the largest contributing factor is poor forest management (Wieting, 2018). In addition to sequestering carbon, BC’s forests provide clean water. West Coast Environmental Law stated that “the objectives set out in the PMFLA are far too general, and their minimal forest practice regulations are resulting in negative impacts on community watersheds” (Bell, 2016).

Forest management practices on privately managed forest lands can negatively impact the quality and quantity of water and effect ecosystem resilience to the impacts of climate change. By demanding better forestry practices on private forest lands, the Islands Trust will not only achieve

better protection of the CDF zone and support our coastal forest's ability to mitigate climate change, but assist the many communities throughout BC that are also struggling with the PMFLA.

The Islands Trust has considered advocacy on PMFL before:

In September 2004, the Executive Committee, the Galiano Local Trustees and the CAO met with the Minister of Sustainable Resource Management and the Minister of Community, Aboriginal and Women's Services. At this time Trust concerns with the PMFLA were presented and an informal request to amend the legislation was made: That the Minister consider amendments to the Private Managed Forest Land Act and Regulation in consultation with the Ministry of Community, Aboriginal and Women's Services, the Union of BC Municipalities and the Islands Trust in order to eliminate conflicts and uncertainties that have a negative impact on the land use planning function of local governments and on property tax equity issues.

TC-2008-171

That the Islands Trust Council request staff to provide a briefing regarding making a request to the Lieutenant Governor in Council to make a regulation under Section 42(8) of the *Private Managed Forest Land Act* to exempt the Trust Area from the requirements of the Act and its regulations.

TC-2008-197

That Islands Trust Council request the Trust Programs Committee to work to develop a strategically oriented approach to recommend amendments to the *Private Managed Forest Land Act* so as to strengthen the ability of the Islands Trust to meet its object under the *Islands Trust Act*.

TC-2009-108

That Islands Trust Council directs the Executive Committee to explore with the appropriate provincial government ministries options for the exemption of Galiano Island from Section 21 of the *Private Managed Forest Land Act*. For clarity, the purpose of the Executive Committee's request is to help achieve effective solutions for the unique circumstances on Galiano Island.

On May 28, 2019, the Ministry of Forests, Lands, Natural Resource Operations and Rural Development announced a review of the Private Managed Forest Land Program (also known as the Managed Forest Program). The review is one of several policy reforms announced as part of the Province's Coast Forest Sector Revitalization Initiative.

The review will examine how well the Private Managed Forest Land Program is meeting its goals to:

- encourage private landowners to manage their lands for long-term forest production, and
- encourage sustainable forest management practices, including the protection of key public environmental values.

Specifically, the Province will examine: program goals; management objectives for public environmental values; regulatory framework for environmental values; incentives for participation in program; and disincentives for exit from the program.

The Province will accept responses to their online questionnaire and letters providing feedback until July 9, 2019. The ministry will also meet directly with landowners, local governments, First Nations and organizations and community groups that are directly impacted by activities on private managed forest land.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Two-three days of staff time to research and write the letter, submit and post to website, and send to cc's.

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will draft a letter for the Chair's review in time for submission by the July 9, 2019 deadline. The letter will be cc'd to the Managed Forest Council, Trust Area First Nations, MPs, MLAs, Bowen Island Municipality and Islands Trust Council. The letter will be posted to the Islands Trust website and sent to subscribers.

FIRST NATIONS: Consultation and engagement on forestry issues has changed since the Tsilhqot'in decision. In that decision Judge Vickers found that commercial logging practices could significantly interfere with rights of First Nations and that the management responsibility lay with the Province. The test for title had been set out in Delgamuukw and Tsilhqot'in affirmed this. Aboriginal title lands are alienated to the Crown. It would be important to understand that engagement with First Nations would be required on lands in which the request is they be treated in same way as Crown lands since if this obligation is not met the test for justification to infringe would not be satisfied.

OTHER: No other implications.

4 RELEVANT POLICY(S):

The Policy Statement contains several commitments and directives that could be interpreted as supporting both the protection of forest ecosystems from adverse land use impacts and the protection of forestry as a traditional land use in the Trust Area.

Examples of this include:

3.2.2 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development and land use.

4.2.6 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the need to protect ecological integrity on a scale of forests and landscapes.

4.2.1 Trust Council recognizes that forestry is a traditional land use in the Trust Area, and supports sustainable forestry as an appropriate form of land use.

4.2.7 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address:

- *The retention of large land holdings and parcel sizes for sustainable forestry use, and*
- *The location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.*

Past Council Advocacy:

This continues the advocacy of Trust Council dating back to 1996, see attached?

5 ATTACHMENT(S):

1. May 29, 2019 Provincial news release re consultation on PMFL
2. References Attached
3. Map of private managed forest lots within the southern Trust Area

RESPONSE OPTIONS

Recommendation:

That the Islands Trust Council request that the Chair respond to the Ministry of Forests, Lands and Natural Resources Operations and Rural Development's consultation on the Private Managed Forest Land Act and request that the Act require standards that are equivalent to Crown forest land regulations and that Section 21 be amended to allow local governments to regulate, but not prohibit forest management activities.

Alternative:

As directed by Trust Council.

Prepared By: Tahirih Rockafella, Local Trustee, Galiano Island

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 29, 2019
David Marlor, Director, Local Planning Services/ May 29, 2019
Robert Kojima, Regional Planning Manager/ May 29, 2019

British Columbia News

Feedback requested on the management of private forests

<https://news.gov.bc.ca/19863>

Tuesday, May 28, 2019 9:30 AM

Victoria - The public is invited to provide input on a program that helps to ensure the sustainable management of private forests in B.C. until July 9, 2019.

“We want to hear from the public about whether there is room for improvement in the management of private forests and also whether the private managed forest land program is a benefit to private forest owners and the communities they live in,” said Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development.

The Private Managed Forest Land Program was established in 2003 with the introduction of the Private Managed Forest Land Act. Public input on the program is welcome until 4 p.m. on July 9, 2019. Feedback forms and more information are available:

<https://engage.gov.bc.ca/privatemanagedforest>

The objectives of the review are to confirm the primary goals of the program, which are to encourage private landowners to manage their lands for long-term forest production and encourage sustainable forest management practices, including protecting key public environmental values. Government also wants to increase public awareness and understanding of the program.

The ministry will also meet directly with and accept written submissions from landowners, local government, First Nations and organizations and community groups that are directly impacted by activities on private managed forest land.

Of the 4.6 million hectares of private land in B.C., about 818,000 hectares — primarily located on southern Vancouver Island and the Kootenays — are managed as part of the Private Managed Forest Land Program and regulated under the Private Managed Forest Land Act and regulations.

Private forest owners participating in the private managed forest land program must comply with the Private Managed Forest Land Act and regulations, including protecting key environmental values.

“The Managed Forest Council is proud of our responsive role as regulators for private managed forest land, and we are pleased that a recent, multi-year review has resulted in regulatory amendments to more effectively protect drinking water quality on managed forest land,” said Rod Davis, chair of the Managed Forest Council. “The Province’s review of the program will further ensure that the program is meeting the needs of managed forest owners, local communities and residents.”

“As private landowners that have subscribed to the Private Managed Forest Program, our members have voluntarily chosen to have forest management activities held to a higher standard,” said Megan Hanacek, chief executive officer of the Private Forest Landowners Association. “We hope that this review increases the public’s awareness and acceptance of the program, and our long-term commitment to sustainable management of forests and key public values.”

Information gathered as part of the review will be used by the ministry to examine how well the program is meeting its goals and whether any changes are necessary to maintain public confidence in the program. A summary report will be ready in fall 2019.

Learn More:

Private Managed Forest Land Act:

http://www.bclaws.ca/civix/document/id/complete/statreg/03080_01

BC Assessment Authority Managed Forest Land Class: <https://info.bcassessment.ca/Services-products/property-classes-and-exemptions/managed-forest-classification-in-british-columbia/understanding-managed-forest-classification-in-british-columbia>

<https://info.bcassessment.ca/Services-products/property-classes-and-exemptions/managed-forest-classification-in-british-columbia/how-managed-forest-land-is-assessed>

Managed Forest Council: <http://mfcouncil.ca>

Private Forest Landowners Association: <https://www.pfla.bc.ca>

A backgrounder follows.

Media Contacts

Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Media Relations

250 356-7506

Backgrounders

Comparing private land to private managed forest land

The Private Managed Forest Land Program was established in 2003 with the introduction of the Private Managed Forest Land Act.

After more than a decade of implementing this framework, government is reviewing the program's performance.

There is a clear distinction between what legislation, regulations, bylaws and oversight apply to timber harvested on private land versus the legislation, regulations, bylaws and oversight that is applied to private managed forest land (a property class assigned by the BC Assessment Authority). Awareness of a specific property's class is integral to the context for how forestry activities on the property may be regulated.

All private landowners, regardless of property class, are subject to the Water Sustainability Act, Drinking Water Protection Act, Environmental Management Act, Wildlife Act, Assessment Act, Wildfire Act and federal acts such as the Fisheries Act, Migratory Birds Convention Act and Species at Risk Act.

Regulations governing private managed forest land are in addition to those for basic private forest landowners. The Private Managed Forest Land Act establishes management objectives for key

public environmental values, including soil conservation, critical wildlife habitat, fish habitat, drinking water quality and reforestation.

The private managed forest land program is voluntary. Property owners receive a lower property tax rate from BC Assessment by participating in the program. Owners must also pay an annual administration fee to the Managed Forest Council and submit an annual declaration of forest management activities completed during the year. They also must pay an exit fee, should they leave the program before an initial 15-year commitment period.

In exchange for their commitment to long-term, sustainable management practices and required time in the program, private managed forest landowners receive assessed values for land that are generally lower than residential, which can result in lower property taxes.

Additionally, while local governments have the power to adopt bylaws that place restrictions on forest management activities on private land within regional or municipal boundaries — including aligning their bylaws with requirements equivalent to Crown forest land regulations under section 21 of the Private Managed Forest Land Act — private landowners with land in the private managed forest program have the right to harvest trees and are exempt from local government bylaws and permits that would directly or indirectly restrict a forest management activity.

References:

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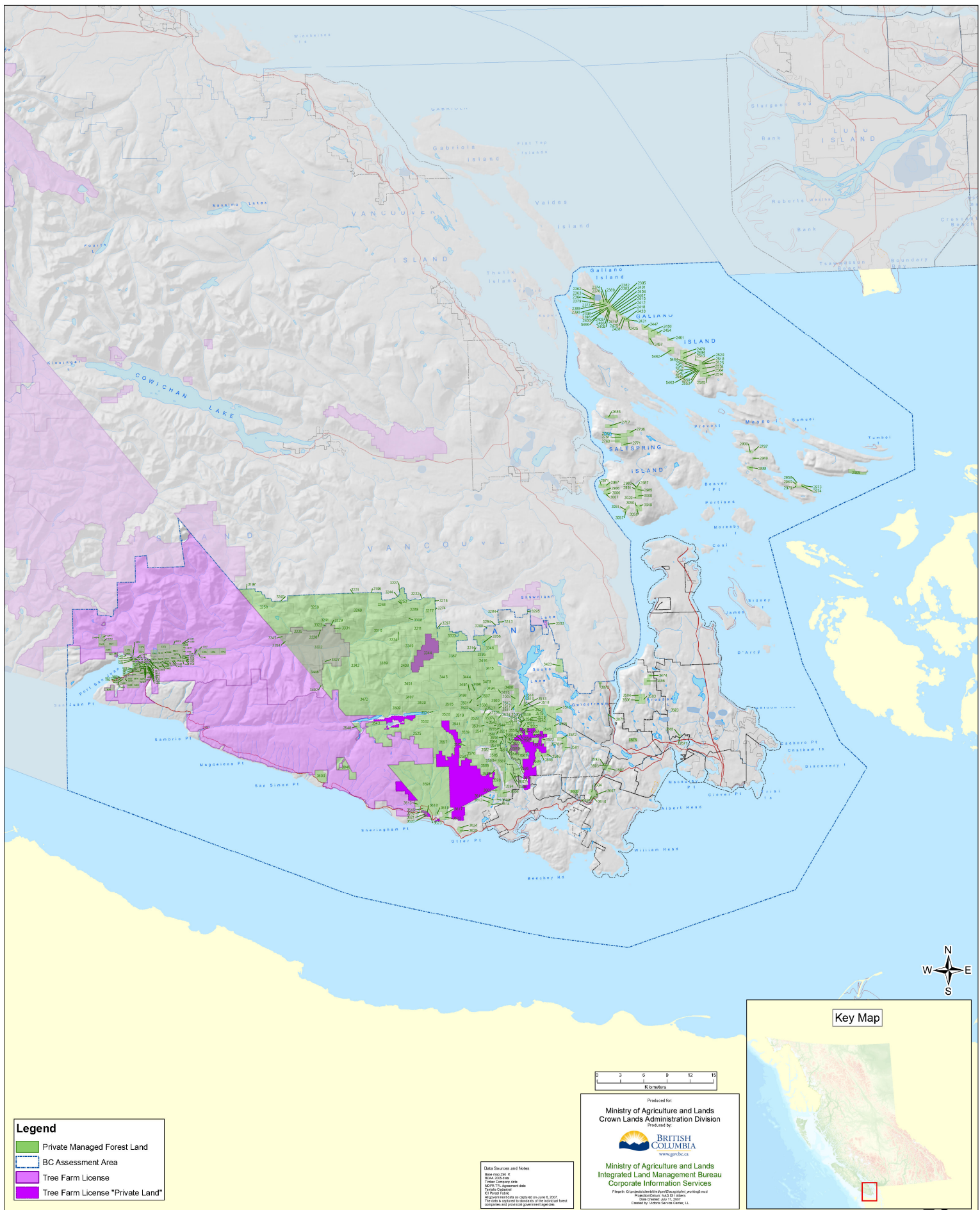
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Saanich / Capitol Assessment Area



Managed Forest in the Islands Trust Area

	Denman	Gabriola	Galiano	Gambier	Lasqueti	Penders	Salt Spring	Saturna	Thetis/Valdes	Whole Trust Area
Number of MF units in PMFL (owners)	4	2	25	1	7	5	14	1	1	59
Number of properties in PMFL	5	2	57	1	10	7	30	2	19	114
Area of land in PMFL (ha)	80	55	1041	14	396	119	899	151	915	2755
Area of land in PMFL (ac)	197	137	2572	35	979	293	2223	373	2261	6808
Size of island (ha)	5214	5273	5824	7034	6609	3648	18518	3213	3551	69654
Percentage of island's land in PMFL	1.5	1.1	17.9	0.2	6.0	3.3	4.9	4.7	25.8	4.0
Island's percentage of Trust PMFL owners	7	3	42	2	12	8	24	2	2	100
Island's percentage of Trust PMFL folios	4	2	50	1	9	6	26	2	17	100
Island's percentage of Trust PMFL land	3	2	38	1	14	4	33	5	33	100



TRUSTEE SPONSORED REQUEST FOR DECISION

To: Trust Council

For the Meeting of: June 20, 2018

From: Trustee David Critchley

Date Prepared: May 17, 2019

SUBJECT: Internet Connectivity In The Trust Area

RECOMMENDATION:

1. That Trust Council, by a letter signed by the Chair, request the appropriate agencies of Canada and the Province of British Columbia to take steps to facilitate and fund the improvement of internet connectivity throughout the Trust Area and in particular to encourage the provision of additional landing sites to service islands in the Trust Area that may request such service through the Connected Coast project.
2. That Trust Council request the Executive Committee to undertake advocacy for the provision of improved internet services to the islands of the Trust Area.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Staff has had communications with officials at Network BC and the Strathcona Regional District (administrators of the Connected Coast Project) who have indicated that potential funding is available for a qualified number of those locations in the Trust Area that are not presently designated for landfall. However, every indication has been given that it would be difficult to access this funding without a lead agency undertaking community broadband planning and engagement to ensure success. Accordingly the first recommendation of this RFD is a reasonable request but may not result in increased funding in and of itself.

With regard to the second recommendation, to provide effective advocacy on region wide broadband service improvement would require significant organizational investment and would likely include some of the lead agency role described above. It would be recommended that if Trust Council wished to pursue this direction that it become a strategic priority and be funded appropriately.

1 PURPOSE: To encourage government support for internet connectivity projects in the Trust Area.

2 BACKGROUND:

High speed internet access is a significant factor for the availability, viability and success of many businesses and telecommuting jobs in the Trust Area. This key service is absent, deficient, unreliable or too expensive in many cases.

There are currently two major government initiatives underway to address these needs. One is the **Connected Coast** project that aims to deploy fibre optic cable around the coast of Vancouver Island and elsewhere. There are numerous "landing spots" for this cable and some of them will enable service to parts of certain Trust Islands. The fortunate Trust island locations include: Lasqueti, Snug Cove on

Bowen, Gambier Harbour, Fulford Harbour and Ganges on Salt Spring, Penelakut (next to Thetis), Port Washington on North Pender Island, and Saturna. [The site listings sometimes note certain locations on islands and sometimes just the islands without further specifics.]

There is a total of 154 communities listed as being served by the cable. Many of these are on Vancouver Island and the coast of the mainland but there are also a number of other islands to be served which are outside the Trust Area. These include: Quathiaski Cove and Heriot Bay on Quadra, Read Island (located to the east of Quadra), Manson's Landing on Cortes, and Vananda on Texada.

Omitted from the areas to be serviced are Denman, Hornby, Gabriola, Thetis, Galiano, Mayne, South Pender, and Keats.

The Connected Coast project will bring the fibre optic cable to the various landing spots but will not bring it to the end-users. As such it is called "backbone infrastructure", and leaves to others to arrange and install the "last mile" servicing. This latter part can be facilitated through another initiative conducted under a BC Government agency, **Connected Communities BC**, which is administered under the Ministry of Citizens' Services.

Much more information can be obtained from the websites for the respective agencies at <https://connectedcoast.ca/about/> and <https://www2.gov.bc.ca/gov/content/employment-business/economic-development/funding-and-grants/connecting-british-columbia>.

The Connected Coast FAQ section includes the following:

"My community is not listed as an eligible community or landing site. Is it still possible to get a cable landing site located here?"

Proposals (or requests) for additional community landing sites will be considered on a case-by-case basis, subject to technical suitability, required approvals, project timelines, and funding availability."

On Denman Island a citizens group has conducted a survey of internet service availability and issues. Extracts from the summary of the resulting 21 page report are:

"This reports on the survey conducted on Denman Island during August of 2018 by the Internet Committee (DIIC) of the Denman Island Residents' Association. It collected information from residents about their use of, needs for and satisfaction with current internet services. The "Denman Island Internet Survey" is available on the internet in a public folder at <https://tinyurl.com/yaxqxpvt>.

Only 5% of Island households do not use the internet. Users access the internet via ADSL (copper cable) from Telus (126 of 185 responses), satellite from Xplornet (34 of 185), or tethered cellphones offered by various providers (12 of 185)...

Only one in three respondents indicated they are satisfied with their internet services. According to the CRTC, the regulator of Canada's telecoms, 82 percent of Canadians enjoyed a download speed of 50 Mbps and 10 Mbps for uploads as of 2015. That is far faster than the level of service obtained by any Denman user. The CRTC target is for all Canadians to experience this level of service by 2021.

- 95 percent of the 462 speed tests reported in the Denman survey were below 25 Mbps (half of the CRTC standard).
- 54 percent of users' download speeds were below 6 Mbps.
- As is characteristic of copper cable internet service, download speeds fall when the number of internet users is high.
- Four geographic areas have low internet speeds, and they generally correspond with the gaps in Telus service..."

As a result, this group, in conjunction with a group from Hornby Island, is exploring funding and options for improvement, including possible inclusion into the Connected Coast project. In pursuit of this, the group has requested an expression of support by Trust Council.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Trust Area Services

FINANCIAL: None

POLICY: None

IMPLEMENTATION/COMMUNICATIONS: Letter by the Chair, Advocacy

FIRST NATIONS: Not affected

OTHER:

4 RELEVANT POLICY(S):

Policy Statement policy 5.7.1: Trust Council holds that economic opportunities should be compatible with the conservation of resources and protection of community character.

5 ATTACHMENT(S): None

RESPONSE OPTIONS

Recommendation:

- 1) That Trust Council, by a letter signed by the Chair, request the appropriate agencies of Canada and the Province of British Columbia to take steps to facilitate and fund the improvement of internet connectivity throughout the Trust Area and in particular to encourage the provision of additional landing sites to service islands in the Trust Area that may request such service through the Connected Coast project.
- 2) That Trust Council request the Executive Committee to undertake advocacy for the provision of improved internet services to the islands of the Trust Area.

Alternative: Take no action

Prepared By: David Critchley

Reviewed By/Date:



TRUSTEE SPONSORED REQUEST FOR DECISION

To: Trust Council **For the Meeting of:** June 20, 2018
From: Ben McConchie – North Pender **Date Prepared:** May 27, 2019
SUBJECT: Broadcasting of Public Meetings

RECOMMENDATION:

1. That Trust Council request staff to prepare a report about the costs and feasibility of filming and streaming videos of public meetings through the new Islands Trust website and social media.
2. That Trust Council request that each local trust committee indicate whether it has an interest in filming and streaming its public meetings.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Staff can research and write a report on costs of filming and streaming videos of public meetings through the new Islands Trust website and social media within a few months. Many local governments have adopted a policy of broadcasting public meetings. The Trust will have to consider logistical challenges within the Trust Area such as no dedicated Council chambers, poor Wi-Fi, poor lighting/audio in meeting halls, staffing, etc. Of course, unlike other local governments who have one public meeting space to broadcast from, the Islands Trust has at least 16 locations with variable needs. Staff have anticipated this request and have begun preliminary assessments of options.

Certainly broadcasting of meetings would be an important tool in communication and engagement with local and non-local communities and beyond simply communicating the decision making process, would help create a greater identity for the organization and mandate of the Trust. There may also be a secondary consequence, the result being a more formal or official meeting process for the public, staff and trustees. Further, if a new broadcast policy is adopted, it could potentially affect the selection of locations for Trust Council meetings based upon broadband access.

1. **PURPOSE:** To request that Trust Council investigate the costs associated with filming and streaming

2. **BACKGROUND:**

A main recommendation of the Islands Trust Website Discovery Summary Report (March 29 2019), prepared by Be The Change Group Inc. concluded that live streaming Local Trust Committee meetings, and finding archived videos, would be incredibly useful in improving the Islands Trusts' connection with its island communities. On page 30, it is noted that:

- 42% of respondents wanted livestreams and archived videos of meetings on the Islands Trust website, and

- 33% of respondents wanted videos about Islands Trust on the Islands Trust website.

Many local governments, provincial governments, and federal government are already broadcasting their meetings.

3. IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: Staff can prepare a report on filming and streaming of public meetings within a few months without impacts to in-stream work.

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will research best practices for broadcasting of public meetings and associated technical requirements, as well as the number and types of meetings held by Islands Trust bodies annually to determine potential costs and overall feasibility.

Staff will prepare a staff report for local trust committees requesting an indication of interest in filming and streaming public meetings. Staff has already incorporated the requirement for streaming of video in the request for proposals for the new website.

FIRST NATIONS: None.

OTHER: None.

4. RELEVANT POLICY(S): Procurement Policy 6.5.3

5. ATTACHMENT(S): None

RESPONSE OPTIONS

Recommendation:

1. That Trust Council request staff to prepare a report about the costs and feasibility of filming and streaming videos of public meetings through the new Islands Trust website and social media.
2. That Trust Council request that each local trust committee indicate whether it has an interest in filming and streaming its public meetings.

Alternative:

- 1) That Trust Council request staff to prepare a report about the costs of filming and streaming videos of public meetings through the new Islands Trust website and social media, with the assumption that all local trust committees will participate.
- 2) No action

Prepared By: Trustee Ben McConchie, North Pender Local Trust Area

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 28, 2019
Russ Hotsenpiller, CAO/May 28, 2019
Executive Committee/June 5, 2010



TRUSTEE SPONSORED REQUEST FOR DECISION

To: Trust Council **For the Meeting of:** June 19, 2019

From: Trustee Stamford and Trustee Busheikin **Date Prepared:** May 28, 2019

SUBJECT: Lower-carbon meal catering for Islands Trust events

RECOMMENDATION: That the Islands Trust adopt a practice of providing low-carbon catering by:

- Looking for a caterer that focuses on locally sourced products where possible even if it means paying extra
- Making meals vegetarian with a meat option
- That red meat not be offered unless it is sourced “on-islands”
- Clearly communicating the principles of low-carbon, local, vegetarian focus to potential caterers.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: This recommendation is one way the Islands Trust can respond to Trust Council’s declaration of a climate emergency. It is generally consistent with existing Council policy but would add some specificity to our catering practice. The staff or corporate response to this direction would require development of a corporate food procurement process across the organization that would require resources initially, but once operational, would be of minor impact.

1 PURPOSE: To request that the Islands Trust Council begin taking responsibility in responding to the climate emergency by piloting a lower-carbon menu for all Islands Trust events.

2 BACKGROUND:

In March, Trust Council, by a unanimous vote, declared a climate change emergency in the Trust Area. Discussion at the table focused on the imperative to translate this declaration into actions.

One simple step we can take right away is to pilot the provision of climate-friendly meals. The proposed motion is a moderate approach that is expected to be affordable, easy to implement, and one that still leaves room for personal dietary choices.

The world’s food system is responsible for about one-quarter of greenhouse gases produced by humans annually. We can’t tackle climate change without changing how we produce, ship, store, process, package, and eat food.

Trust Council could get very detailed about this topic. Measuring the climate impact of food is a complex science that takes in many nuances of where and how food is produced. But the science is unequivocal on one basic fact: eating less meat, especially less red meat, and more plant-based food will immediately lower our carbon footprint.

Scientists say that a global shift to a “flexitarian” diets needed to keep climate change even under 2C, let alone 1.5C. This flexitarian diet means the average world citizen needs to eat 75%

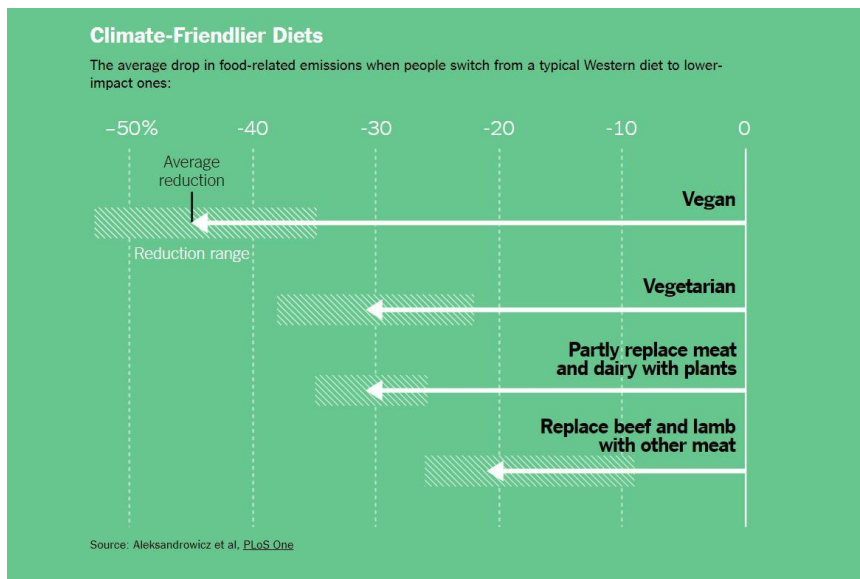
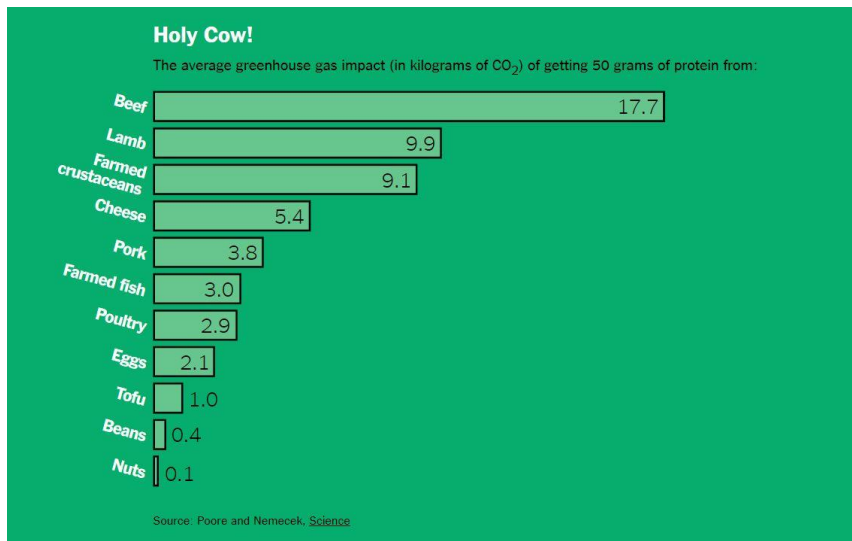
less beef, 90% less pork and half the number of eggs, while tripling consumption of beans and pulses and quadrupling nuts and seeds. (*The Guardian*)

When we narrow in on wealthier nations, the numbers change: UK and US citizens (let's assume Canada is similar) need to cut beef by 90% and milk by 60% while increasing beans and pulses between four and six times. (*The Guardian*)

To put it simply:

- Going vegetarian lowers emissions, on average, by 30%.
- Partly replacing meat and dairy with plants also lowers emissions by, on average, 30%. (*New York Times*)

These two charts from *The New York Times* online tell the story clearly:



“Feeding a world population of 10 billion is possible, but only if we change the way we eat and the way we produce food,” says Prof Johan Rockström at the Potsdam Institute for Climate Impact Research in Germany. “Greening the food sector or eating up our planet: this is what is on the menu today.” (*The Guardian*)

To learn more about how we can help the climate with our food choices, go to any of the links below. In particular, the New York Times online interactive article includes a quiz that estimates the carbon impact of your eating habits as well as other interactive options, and considers questions such as “how helpful for the climate is it to eat local and/or organic?” and “what type of non-dairy milk alternative has the lowest carbon footprint?”

SOURCES/FOR MORE INFORMATION

1. [New York Times: Your Questions about Food and Climate Change Answered: How to shop, cook and eat in a warming world.](#) (April 30, 2019)
2. [British Broadcasting Corporation: Climate change food calculator: What's your diet's carbon footprint?](#) (December 13, 2018)
3. [The Guardian: Huge reduction in meat-eating 'essential' to avoid climate breakdown](#) (October 10, 2018)
4. [Reuters: WeWork goes meat-free 'to leave a better world'](#) (July 18, 2018)
5. [David Suzuki Foundation webpage on food and climate change](#) (undated)

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The policy/practice is not intended to make organizing Islands Trust meetings more complicated but to provide parameters that make low-carbon menus a priority.

FINANCIAL: Catering costs may increase or decrease.

POLICY: None. Sections 14, 15 and 16 of the Procurement Policy already support this direction.

IMPLEMENTATION/COMMUNICATIONS: Staff would adopt a practice of providing low-carbon catering by:

- Looking for caterers that focuses on locally sourced products where possible even if it means paying extra
- Making meals vegetarian with a meat option
- Not be offering red meat unless it is sourced “on-islands”
- Clearly communicating the principles of low-carbon, local, vegetarian focus to potential caterers.

FIRST NATIONS: Note that sources of food, if sourced locally, should not impact inherent rights of First Nations with treaty, or traditional gathering rights within the Islands Trust Area. Traditional medicinal plants, traditional Indigenous food sources, or traditional gathering areas (including crown land, parks, or common land or marine areas) should not be used for sourcing foodstuff. Only Indigenous members of First Nations who have asserted rights and title, or entered treaty within the Island Trust Area have an inherent right to gather food; all other members of the general public, organizations, caterers, or Indigenous peoples, Metis, Inuit, non-status people from territories outside the Islands Trust Area must request permission from First Nations with asserted rights and title, or treaty within the Islands Trust Area. Proof of permission should be in the form of a letter from the Chief and Council, or appropriate staff of a First Nations Band.

OTHER: None.

4 RELEVANT POLICY(S): Islands Trust Procurement Policy sections:

Section 14: Environmental Considerations

When making purchases every effort will be made to select suppliers whose environmental practices are consistent with those of the Islands Trust.

Environmental considerations include such things as the suppliers' efforts towards recycling; use of environmentally friendly products; and manufacturing goods from recycled or recyclable materials.

In addition, purchases of equipment and supplies should have Canadian content wherever possible, practical and economical.

Section 15: Social Policy Considerations

When making purchases every effort will be made to select suppliers whose products or services align with the attributes of social procurement policy.

Social procurement considerations include contributions towards a stronger local economy; enhancing the number of local jobs; and enhancing community arts and culture infrastructure.

Section 16: Local Purchasing Considerations

When making purchases every effort will be made to purchase local goods and services including:

- *Local food procurement – Islands Trust staff engaged in the purchase of food for operational needs will ensure that when practical, both operationally and economically, at least 40% of purchases will be local. Suppliers will be made aware of this policy and will be encouraged, again where practical, to increase the availability and variety of local foods. "Local" is defined as food that is produced within British Columbia, with preference given to items produced in the Islands Trust Area or on Vancouver Island.*

5 ATTACHMENT(S): None.

RESPONSE OPTIONS

Recommendation: That the Islands Trust Council request staff to draft amendments to the Procurement Policy regarding low-carbon catering for Islands Trust meetings and events that address the following:

- **Looking for caterers that focuses on locally sourced products where possible even if it means paying extra**
- **Making meals vegetarian with a meat option**
- **Not be offering red meat unless it is sourced "on-islands"**

- **Clearly communicating the principles of low-carbon, local, vegetarian focus to potential caterers.**

Alternative:

1. That the Islands Trust Council request that staff undertake a trial of six months of providing lower-carbon meals at Islands Trust meetings and events and report back to Trust Council regarding, staff and trustee feedback, cost implications, and suggested amendments to Trust Council's procurement policy.
2. No action

Prepared By: Trustee Stamford and Trustee Busheikin

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 28, 2019
Russ Hotsenpiller, CAO/May 30, 2019
Executive Committee/June 5, 2019



TRUSTEE SPONSORED REQUEST FOR DECISION

To: Trust Council

For the Meeting of: June 19, 2019

From: Trustee Wright

Date Prepared: May 27, 2019

SUBJECT: Islands Trust Policy Statement Review

RECOMMENDATION: That the Islands Trust Council rescind the June 2017 motion delegating the review of the Policy Statement to the Executive Committee, and that the Trust Programs Committee conduct a full review and update of the Islands Trust Policy Statement including the establishment of a subcommittee Task Force to;

- consider the 2010-2011 the Islands Trust Council's Policy Statement Assessment Task Force's Final Report;
- review and edit the current 1994 Policy Statement;
- provide recommendations regarding further actions.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Conducting a full review of the Policy Statement would be a very significant undertaking. Further staff analysis is required before fully stating potential implications. The current Policy Statement Amendment project has been deliberately scoped to advance Trust Council's goals of strengthening relationships with First Nations and improving public and stakeholder understanding of the Islands Trust. Limiting the first phase of amendments to Part I, Part II and Schedule 1 - Definitions sections was intended to lay the groundwork for future amendments in Parts 3, 4 and 5 by educating and engaging the public and enabling conversations with First Nations about the role of the Islands Trust and shared visions/priorities for preserving and protecting the region. It is also important to consider that any changes to Council commitments or directive policies could be controversial in nature and result in demand for engagement and correspondence management resources far above those available through the \$45,000 project budget.

In March 2019, Trust Council increased the scope of the project to include climate change mitigation, resilience, and adaptation policies. This has resulted in the Province adding the Ministry of Forests, Lands and Natural Resource Operations, and Rural Development and Environment and Climate Change Strategy to the Interagency Advisory Group guiding the process. Conducting a full review would likely trigger the Province to add additional ministries (e.g Health; Energy, Mines & Petroleum Resources; Agriculture; Tourism, Arts & Culture; Transportation & Infrastructure) to this group, increasing the complexity and likely the cost and timeframe of the project.

Unlike regional districts' statutory obligation to undertake early and ongoing consultation with residents on changes to the Regional Growth Strategies, the *Islands Trust Act* is silent on requirements for early public engagement on Policy Statement amendments. It is important to note that guiding principles of Trust Council, as articulated in Part II of the Policy Statement, include:

- Trust Council will seek information from a broad range of sources in its decision-making processes, recognizing the importance of local knowledge in this regard.

- Trust Council believes that open, consultative public participation is vital to effective decision making for the Trust Area.

With regard to re-assigning the project to Trust Programs Committee and establishing a Task Force, Trust Council may wish to discuss whether there would be financial implications. The Islands Trust Conservancy Board's recently convened Fund Development Advisory Committee has a budget of \$4,000 for 2019/20 and is providing an honorarium of \$100 per meeting to its committee members as well as travel reimbursement. For 2019 Trust Programs Committee has agreed to meet electronically on July 31, August 21, September 11, October 9, and November 6.

Further, the Islands Trust has a limited ability to staff or provide support to new committees without removing some other body that is utilizing similar resources. This has been the subject of reporting to Trust Council regarding how Committees function in 2018.

The Islands Trust is about to engage with community over the next few months and have been moving towards that goal. If Trust Council wishes to change course it should do so as soon as possible to avoid a challenging reversal in public programming.

PURPOSE: A full and complete review is necessary to ensure all sections are compliant with the Declarations made by Council on First Nations and the Climate Change Emergency and limited to the mandate as specified in s.3 of the *Islands Trust Act*.

BACKGROUND: The Executive Committee recommended that the Islands Trust Council undertake a review of the Islands Trust Policy Statement in the 2011-2014 term as a result of the Trust Programs Committee's Task Force Report of 2010.

The Islands Trust Council decided not to proceed with a comprehensive review of the Policy Statement in the 2011-14 term, and did not accept the offer of \$250,000 funding from Canada's Gas Tax Fund.

In June 2017, the Islands Trust Council passed the following motion:

TC-2017-044

MOVED by Trustee Morrison, SECONDED by Trustee Crumblehulme,

that the Islands Trust Council assign the Executive Committee, with involvement from Trust Programs Committee as appropriate, to co-ordinate a review of the Introduction, Part I, Part II and Schedule 1 – Definitions sections of the Policy Statement.

1 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The review and amendment process requires considerable staff and trustee time in addition to the resources required to provide opportunities for meaningful First Nations and public involvement. A Task Force would have less impact to current projects and workloads. The committee could consist of two members from the TPC, current and past trustees, and include representatives from First Nations. Meetings to be held by teleconference or video conferencing. Use the Final Report of the Islands Trust Policy Statement Assessment Task Force established by Council in 2010, as a template and build upon their findings.

FINANCIAL: Funding could come from budgets allocated for the Strategic Plan, TPC, and external sources. Financial requirements of the Task Force could be limited to expenses only.

POLICY: Section 15 of the *Islands Trust Act* requires Trust Council to adopt a statement of Trust Council policies to carry out the object of the Trust. It is Trust Council's policy to subject the Policy Statement to a regular review. A 2001 review resulted in few changes, so the current Policy Statement, adopted in 1994, is long overdue for a full review.

IMPLEMENTATION/COMMUNICATIONS: The Task Force would conduct a preliminary assessment of the Islands Trust Policy Statement and Trust Council policies relating to the Policy Statement and identify potential issues such as:

- defining "rural character" in the face of the demands of urban development;
- provide a clear definition of "amenities" referred to in the object of the Trust;
- ensure that the terminology used in the Policy Statement is as clear and easily understood as possible and is unambiguous, adding definitions if necessary to achieve this purpose;
- add topics requiring policy consideration such as climate change, First Nations traditional sites and uses of the land, endangered species in the Salish Sea, and other issues that have arisen over the years;
- adding a Vision Statement.

The Task Force would prepare reports for the Trust Programs Committee (TPC) to present to Trust Council for consideration and/or approval. The draft would then be referred to the government agencies, First Nations, and Bowen Island Municipality, and available to the general public. After a full consultation process, the final document would be sent to the Minister for approval.

FIRST NATIONS: Early and meaningful consultation with First Nations on amendments to the Policy Statement is essential. First Nations would likely welcome that the Islands Trust is contemplating wholesale changes to the Policy Statement rather than a piecemeal approach.

OTHER:

2 RELEVANT POLICY(S):

- Islands Trust Act s.8: "For the purpose of carrying out the object of the trust, the trust council must (b) adopt a trust policy statement in accordance with section 15;"
- Islands Trust Act s.15 (2): "The trust policy statement (a) must be a general statement of the policies of the trust council to carry out the object of the trust." The use of the words "to carry out" in the legislation suggests that the policy statement is a foundation for strategic actions to be implemented.
- It is Trust Council's policy to subject the Policy Statement to a regular review. The Policy Statement requires review and amendment from time to time for the simple reason that issues pertinent to the object of the Islands Trust shift in character and importance over time, and new issues may emerge that previously were unforeseen, or their magnitude and implications have changed.

3 ATTACHMENT(S):

1) Review and Amendment of the Islands Trust Policy Statement: A Preliminary Assessment. Final Report of the Islands Trust Policy Statement Assessment Task Force, May 9, 2011

RESPONSE OPTIONS

Recommendation: That the Islands Trust Council rescind the June 2017 motion delegating the review of the Policy Statement to the Executive Committee, and that the Trust Programs Committee conduct a full review and update of the Islands Trust Policy Statement including the establishment of a subcommittee Task Force to;

- consider the 2010-2011 the Islands Trust Council's Policy Statement Assessment Task Force's Final Report;
- review and edit the current 1994 Policy Statement;
- provide recommendations regarding further actions.

Alternative:

Prepared By: Trustee Steve Wright, South Pender

Reviewed By/Date: Clare Frater, Director Trust Area Services/May 30, 2019
Russ Hotsenpiller, CAO/May 31, 2019

**Review and Amendment of the
Islands Trust Policy Statement:
A Preliminary Assessment**

*Final Report of the
Islands Trust Policy Statement Assessment Task Force*

May 9, 2011



Review and Amendment of the Islands Trust Policy Statement: A Preliminary Assessment

In March 2010, the Islands Trust Council established a task force, as a subcommittee of the Trust Programs Committee, to conduct a preliminary assessment of the Islands Trust Policy Statement and make recommendations regarding further actions. This report describes the work of the task force in carrying out that mandate.

It contains the following sections: purpose and content of the Policy Statement; amending the Policy Statement; the task force approach to a preliminary assessment; a priority list of topics for Policy Statement review; directive policies; history of Policy Statement – roles, reviews and amendments; management of historical records; and policies relating to the Policy Statement.

Summary of Recommendations

Recommendation 1: That the next Trust Council review the Policy Statement and its accompanying policies.

Recommendation 2: That the next Trust Council consider the full Topic Review Inventory in Appendix B and the priority topics identified by the Policy Statement Assessment Task Force (pages 5 and 6) when determining the scope and approach of a future Policy Statement review process.

Recommendation 3: That the next Trust Council closely review the language of the Policy Statement to ensure that terms used are unambiguous and easily understood, adding definitions if necessary to achieve this purpose.

Recommendation 4: That the next Trust Council ensure that comprehensive public consultation is an integral part of the entire review process.

Recommendation 5: That the next Trust Council consider inclusion of a rationale for any directive policies, either in the body of the Policy Statement or as an appendix, and remove the use of the word “address” from the Policy Statement in cases where Trust Council wants the policy to be more directive.

Recommendation 6: That the next Trust Council request a review of the historical records related to topics that have posed interpretation challenges, in order to clarify the purpose and intention of the original wording and assist in the review of the relevant sections of the Policy Statement.

Recommendation 7: That the next Trust Council review the three policies related to the Policy Statement and consider, in particular, whether the timing of the schedule of regular reviews and reporting of monitoring activities set out in those policies needs to be modified to reflect the reality.

Recommendation 8: That the next Trust Council consider any changes to the three policies in conjunction with the Policy Statement review.

Recommendation 9: That the next Trust Council consider the comments and suggestions of staff and the task force members as set out in Appendix C when reviewing the three policies related to the Policy Statement.

1. The Purpose and Content of the Policy Statement

Section 15 of the *Islands Trust Act* requires Trust Council to adopt a statement of Trust Council policies to carry out the object of the Trust, and prohibits Trust Council and the Executive Committee from approving any Local Trust Committee bylaw that is contrary to, or at variance with, the Policy Statement.

The current Policy Statement addresses the Section 15 requirement by setting out three broad goals and 120 specific policies for carrying out the object of the Islands Trust as defined in Section 3 of the Act:

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, other persons and organizations and the Government of British Columbia.

The three goals of the Policy Statement (under the general headings Ecosystem Preservation and Protection, Stewardship of Resources, and Sustainable Communities) are:

- to foster preservation and protection of the Trust Area's ecosystems;
- to ensure that human activity and the scale, rate and type of development in the Trust Area are compatible with maintenance of the integrity of Trust Area ecosystems; and
- to sustain island character and healthy communities.

The 120 policies are of three types:

- commitments of Trust Council, stating the position or philosophy of Trust Council on various matters;
- directive policies, which direct local trust committees and island municipalities to address certain matters in their official community plans and regulatory bylaws to implement the policies of Trust Council; and
- recommendations from Trust Council to government agencies, non-government organizations, property owners, residents and visitors regarding decisions or actions they might take in support of the Policy Statement and the object of the Islands Trust.

2. Amending the Policy Statement

The Policy Statement requires review and amendment from time to time for the simple reason that issues pertinent to the object of the Islands Trust shift in character and importance over time, and new issues may emerge that previously were unforeseen. For example, climate change was on the horizon before the end of the last century, but only in recent years have its magnitude and implications begun to be understood. Other examples of issues that have grown in prominence include local food security, affordable housing, shoreline protection, and biodiversity conservation.

Although it is Trust Council's policy to subject the Policy Statement to a regular review, it was last reviewed in 2001.¹ The 2001 review resulted in few changes, so the current Policy Statement is largely what was adopted in 1994. The review and amendment process requires

¹ The timelines for the review of the Policy Statement and for the Topic Review are referenced in the Policy Statement Amendment Policy (1.2.i) (see pages 45-46 of this report) and the Topic Review Framework Procedure (1.3.ii) (see pages 68 – 69 of this report) respectively.

considerable staff and trustee time in addition to the resources required to provide opportunities for meaningful public involvement. That is why the role of the task force designated by Trust Council in March 2010 was limited to conducting a preliminary assessment.

To that end, Trust Council assigned the task force terms of reference (Appendix A) containing three objectives:

- to conduct a preliminary assessment of the Islands Trust Policy Statement and Trust Council policies relating to the Policy Statement and identify potential topics for review;
- to prepare reports for Trust Programs Committee and Executive Committee to consider submitting to Trust Council on Policy Statement topics that might be included in a review of the Policy Statement and its implementation as part of Council's strategic plan during the 2011 term; and
- to update the topic review inventory for Trust Council by December 2010.

This report of the task force (comprising six trustees²) is intended to facilitate a full review of the Policy Statement in the term of office of the 2011-2014 Trust Council, should that Council decide to do so.

Recommendation 1: That the next Trust Council review the Islands Trust Policy Statement and its accompanying policies.

3. The Task Force Approach to a Preliminary Assessment

Each of the members of the task force closely read the existing Policy Statement to identify opportunities to make the Policy Statement more clear, comprehensive, and up-to-date.

This review led to the following preliminary suggestions from task force members in August 2010:

- update the Introduction to the Policy Statement.
- consider adding a Vision Statement if the Trust object does not sufficiently serve that purpose.
- update references to government agencies and legislative amendments (such as the addition of the Natural Area Protection Tax Exemption Program (NAPTEP)).
- ensure that the terminology used in the Policy Statement is as clear and easily understood as possible.
- provide a clear definition of “amenities” referred to in the object of the Trust.³
- clarify the role of forestry on the islands.
- update and add to topics requiring policy consideration.

Between July and October 2010, the task force invited Islands Trust and Bowen Island municipality staff and trustees to comment on the need for new Policy Statement topics and whether existing topics need expansion or clarification.

The task force also considered previously suggested topics, current and previous Trust Council strategic plans, and past advocacy positions taken by Executive Committee and Trust Council.

² Nerys Poole, Bowen Island (task force chair); Sheila Malcolmson, Gabriola Island (Islands Trust chair); George Ehling, Salt Spring Island; Tony Law, Hornby Island; Susan Morrison, Lasqueti Island; David Greer, South Pender Island.

³ See Appendix D – A discussion paper on meaning of amenities, by Trustee Law.

The task force did not review advocacy positions taken by Local Trust Committees or included in Official Community Plans.

In December 2010, the task force provided Trust Council with the November 2010 Policy Statement Topic Review Inventory (Appendix B) containing potential topics that require consideration or clarification.

The inventory also included general comments on the Policy Statement and its implementation, including procedural Issues, directive policies, structure/format, and the need for definition of words that pose interpretation challenges.

4. A Priority List of Topics for Policy Statement Review

The task force concluded that trustees conducting a review of the Policy Statement in the next Trust Council term of office might find it helpful to have a list of suggested priority topics.⁴ To that end, task force members each identified ten topics needing additional clarification and expansion and ten new topics that they considered should be considered priorities in a Policy Statement review. The task force summarized the results of the votes in the priority list below with the caveat that it is in no way intended to bind the next Trust Council's Policy Statement review. The task force further recognizes that the relative importance of certain topics may fluctuate over time.

Policy Statement Topics	Votes
Forests (stewardship) (4.2)	5
Density limits (5.2.5)	4
Freshwater resources (4.4)	4
Sustainable communities (Part V)	4
Coastal and marine areas (4.5)	3
Designation of forest ecosystem reserves (4.2.8)	3
Economic opportunities (5.7)	3
Healthy communities (5.8.5)	3
Protection of natural coastal processes (3.4.5)	3
Renewable energy production (5.8.8)	3
Water quality and quantity (4.4.2)	3
Agricultural land (4.1)	2
Growth and development (5.2)	2
Heritage (5.6.3)	2
Marine Sewage (3.4.8)	2
Road classification system (5.3.4)	2
Aquaculture (4.51, 4.5.2)	1
Gaming/casinos prohibition (5.5.2)	1
Health and wellbeing (5.8)	1
Impacts of road location, etc. (5.3.5)	1
Protection of forest stands (4.2.6)	1
Soils and deposits (4.6)	1

⁴ The November 2010 Policy Statement Topic Review Inventory (Appendix B) provides all potential topics that require consideration or clarification without prioritization.

Suggested New Topics	Votes
Climate change	5
Marine protection (stewardship / shipping / lighthouses)	5
Affordable housing/diversity of housing	4
Connectivity in environmental protection	4
Food security	4
Riparian area protection	4
Sustainable environment	4
Agriculture	3
BC Ferries	3
Landowner stewardship	3
Archaeological resources	2
Crown land protection	2
First Nations	2
Rainwater harvesting and catchment systems	2
Trust Fund Board (NAPTEP, RCP, funding, protected area stewardship, conservation of biodiversity priorities,)	2
Use of pesticides and other toxins	2
Natural Area Protection Tax Exemption Program	1
Performance measurement / indicators	1
Tourism	1
Tree removal	1

Recommendation 2

That the next Trust Council consider the full Topic Review Inventory in Appendix B and the priority topics identified by the Policy Statement Assessment Task Force (pages 5 and 6) when determining the scope and approach of a future Policy Statement review process.

Recommendation 3

That the next Trust Council closely review the language of the Policy Statement to ensure that terms used are unambiguous and easily understood, adding definitions if necessary to achieve this purpose.

Recommendation 4

That the next Trust Council ensure that comprehensive public consultation is an integral part of the entire review process.

5. Directive Policies

As noted above, in addition to receiving comments on procedural issues, structure/format, and definitions, the task force received comments on the need to reconsider the wording in the directive policies in the Policy Statement. The words “must address” leave room for ambiguity. The task force heard suggestions, from staff and trustees, that mandatory language replace this wording in those situations where the Islands Trust Council is of the view that bylaws must address a topic in a specific way or with specific language. Inherent in the choice of wording for policies of this nature is a choice as to how much leeway the Islands Trust Council wishes to leave to local trust committees and island municipalities in implementing the Islands Trust Policy Statement and, by extension, the object of the Islands Trust.

If Trust Council decides to provide specific wording on some topics, we hope that this change will result in more definite policy direction to the local trust committees and island municipality.

Recommendation 5

That the next Trust Council consider inclusion of a rationale for any directive policies, either in the body of the Policy Statement or as an appendix, and remove the use of the word “address” from the Policy Statement in cases where Trust Council wants the policy to be more directive.

This recommendation is noted within the general comments section of the Topic Review Inventory in Appendix B. An excerpt from a November 23, 2000 legal opinion for the Islands Trust regarding Policy Statement directive policies is included as Appendix 3 of the Topic Review Inventory.

6. History of Policy Statement – Roles, Reviews and Amendments

A guiding principle of the Policy Statement is that Trust Council “will implement a plan for the advancement of the Policy Statement” as part of its annual budget process with Executive Committee reporting to Trust Council on progress in achieving the goals of the Policy Statement. The Policy Statement also suggests that Trust Council may review the Policy Statement annually to prioritize actions, assess progress, and consider possible amendments. Although Trust Council adopted policies to achieve both principles, Trust Council has not supported policy statement review activities with budget or workplan priorities in recent terms.

The following provides a brief review of the history of the Policy Statement since its adoption in 1994:

1993-1996 Trust Council term:

The Policy Statement, which had been given three readings in October 1993, in the previous term, was adopted in June 1994.

The Trust Policy Committee, a standing committee of Trust Council, was established to review the Policy Statement on an on-going basis and to provide recommendations on amendments.

During this term amendments were made to the Policy Statement with respect to environmentally sensitive areas, agriculture, coastal zone management, roads, local government structure and information to support land use planning.

1996-1999 Trust Council term:

The Trust Policy Committee was merged with the Environmental Planning Committee to form the Trust Programs Committee which took over some responsibilities for addressing the Policy Statement in conjunction with that Committee's work program. The Executive Committee retained overall responsibility for bringing forward proposals for amendment to the Policy Statement.

During this term, amendments were made to the Policy Statement with respect to forests, in conjunction with the Trust Program Committee's overall work on that topic. Amendments were also made with respect to gaming facilities, road system impacts on agricultural land, wetlands and the Islands Trust object.

1999-2002 Trust Council term:

The Chair of Trust Council appointed a Policy Statement Task Force from the members of Trust Council. This Task Force brought to Council suggestions for strengthening the wording of the Policy Statement. This approach was not supported by Council. The Task Force provided recommendations for changes to the text of the Policy Statement to provide more clarity without changing intent.

Trust Council gave three readings to a bylaw to amend the Policy Statement to incorporate these changes and adopted the changes at the first meeting of the following term.

2002-2005 Trust Council term:

The Trust Programs Committee, acting upon a referral from Trust Council, prepared a recommendation to amend policy 4.4.2 (which addresses water supply) to provide more flexibility. The recommendation was rejected by Trust Council.

The only change made to the Policy Statement during this term was the inclusion of an interpretation note with respect to artificial reefs.

2005-2008 Trust Council term:

For the first time, a local trust committee sought Trust Council's consideration of approval of a proposed bylaw that had been rejected by the Executive Committee. Consideration of approval included discussion of the intent and applicability of Policy Statement policies, particularly policy 5.3.5 (which addresses the impact of road location, design, construction and systems).

No amendments to the Policy Statement were considered during the 2005-2008 term.

7. Management of Historical Records

The task force terms of reference ask the task force to identify the requirements for the Policy Statement records management. The task force asked staff to provide information regarding documentation that came from the Policy Statement review conducted in 2002.

Staff reported that the Policy Statement records were not in an easily-reviewable state. They had retrieved several files but did not have time to search through them. A task force member volunteered to look at the files at the Victoria office to assess the condition of the files. The results of the assessment are:

- difficulty ordering the files by date;
- not confident the files are complete;
- time-consuming task to collate the files;
- staff comments regarding the state of the files were correct.

The Policy Statement records management will require a considerable amount of staff time and resources to organize if Trust Council decides that an accurate account of previous Policy Statement assessments is important. In 2011, Islands Trust will purchase Optical Character Recognition software for a Victoria office photocopier which will allow staff to electronically search older files.

There is substantial work required to get all past records scanned and organized.

A valuable aspect of record availability would be information that provides a background on amendments to the Policy Statement that have been considered or implemented in order to provide an understanding of the context, issues, considerations and rationale.

Recommendation 6

That the next Trust Council request a review of the historical records related to topics that have posed interpretation challenges in order to clarify the purpose and intention of the original wording and assist in the review of the relevant sections of the Policy Statement.

The discussion of the interpretation of unique amenities is included in Appendix D.

8. Policies relating to the Policy Statement

The *Islands Trust Act* states that the trust Policy Statement must be “a *general statement of the policies of the trust council to carry out the object of the trust.*” The use of the words “to carry out” in the legislation suggests that the policy statement is a foundation for strategic actions to be implemented.

The *Islands Trust Policy Statement* states that “*the Policy Statement provides a general strategy for land use planning which translates the broad goals of the Province and the Islands Trust into specific actions to preserve and protect the Trust Area*”, also suggesting proactive implementation.

How this proactive implementation will be carried out is spelled out in the *Policy Statement* as follows:

- *Trust Council will implement a plan for the advancement of the Policy Statement as part of its annual budget process, and the Executive Committee of Trust Council will report to Council on progress in achieving the goals of the Policy Statement.*⁵

⁵ Islands Trust Policy Statement, Consolidated April 2003, page 8, Part II.

- *Trust Council may review the Policy Statement annually to prioritize actions, assess progress, and consider possible amendments.*⁶
- *The Executive Committee also monitors the progress of Trust Council in achieving the goals defined in the Policy Statement, and makes recommendations to Council in this regard.*⁷

There are three policies that support the implementation, amendment and review of the Policy Statement. The task force's terms of reference ask the task force to consider these policies in its preliminary assessment. The policies are provided in Appendix E.

The purpose of each policy is set out in the policies:

a. Policy Statement Amendment Policy s.1.2.i

To outline the required steps for Trust Council to amend the Policy Statement Bylaw.

b. Policy Statement Implementation s.1.3.i

To establish policy and procedures for statutory bylaw referrals and other implementation strategies in connection with the Islands Trust Policy Statement Bylaw No.17.

To establish policy to implement and further develop the Islands Trust Policy Statement.

c. Policy Statement Topic Review Framework s.1.3.ii

To provide a framework to maintain an inventory of Policy Statement topic areas for review and to determine the priority topic areas for attention through Trust Council.

Recommendation 7

That the next Trust Council review the three policies related to the Policy Statement and consider, in particular, whether the timing of the schedule of regular reviews and reporting of monitoring activities set out in those policies needs to be modified to reflect the reality.

As noted previously in this report, recent Trust Councils have not supported regular monitoring with the necessary budget or work plan priorities.

Recommendation 8

That the next Trust Council consider any changes to the three policies in conjunction with the Policy Statement review.

⁶ Islands Trust Policy Statement, Consolidated April 2003, page 3, Part I.

⁷ Islands Trust Policy Statement, Consolidated April 2003, page 4, Part I

Recommendation 8

That the next Trust Council consider the comments and suggestions of staff and the task force members as set out in Appendix C when reviewing the three policies related to the Policy Statement

The Trust Programs Committee has begun some preliminary work on a new advocacy policy, and has received two submissions from trustees on this issue. The task force has not reviewed any of this work.

9. External funding for Policy Statement review process

In April 2011, the Islands Trust applied for \$250,000 from the Gas Tax Fund (General Strategic Priorities Fund and the Innovations Fund) administered by the Union of British Columbia Municipalities to review the Policy Statement in a two-and-a-half-year process beginning in 2012.

The Policy Statement review process proposed in the grant application was guided by requirements set by the funder. The Gas Tax Fund required that planning processes take an integrated community sustainability planning (ICSP) approach that contributes to reduced greenhouse gas emissions, cleaner water or cleaner air. An ICSP is defined as “long-term planning, in consultation with community members, that provides direction for the community to realize sustainability objectives it has for the environmental, cultural, social and economic dimensions of its identity.”

The application was submitted to provide the 2011-2014 Trust Council an externally-funded review option in addition to the other Policy Statement review options that will be available.

The review process proposed in the grant application is not binding on a future Trust Council. If the grant application is successful, the next Trust Council, as part of the strategic planning process for the 2011-2014 term, will be able to choose to:

1. not accept the funds;
2. request a modification of the proposed project and budget; or
3. proceed with the approved project.

The only other potential funding source for a Policy Statement review process was the Green Municipal Fund (GMF). Islands Trust did not apply to this fund as it would have required 50% matching funds and because its emphasis was on developing plans for conventional municipal services such as infrastructure and transportation. Due to high demand, the GMF fund was closed to new applications during January to March 2011.

Conclusion

The Policy Statement affects the decisions of every Local Trust Committee, Trust Council and Island Municipality, and reflects the Trust's relationship with the Province. A full public consultation process, as part of the review of the Policy Statement, will ensure that it continues to represent the values and vision of islanders and residents of British Columbia.

Appendices

- A. Terms of Reference for Islands Trust Policy Statement Assessment Task Force
(*Revised Dec 8, 2010*)
- B. Policy Statement Topic Review Inventory (2010)
- C. Table of suggested changes to the policies relating to the Policy Statement
- D. Discussion Paper on Meaning of Unique Amenities
- E. Policies relating to the Policy Statement
 - a. Policy Statement Amendment Policy s. 1.2.i
 - b. Policy Statement Implementation Policy s.1.3.i
 - i. Attachment 1 - Directives Only Checklist
 - ii. Attachment II - Council Commitments and Recommendations Checklist
 - c. Policy Statement Topic Review Framework: s.1.3.ii

Terms of Reference for
Islands Trust Policy Statement Assessment Task Force
Amended by Trust Council Dec 8, 2010

1. Objectives:

- a) To conduct a preliminary assessment of the Islands Trust Policy Statement and Trust Council policies relating to the Policy Statement and identify potential topics for review.
- b) To prepare reports for Trust Programs Committee (TPC) and Executive Committee (EC) to consider submitting to Trust Council on Policy Statement topics that might be included in a review of the Policy Statement and its implementation as part of Council's Strategic Plan during the 2011-2014 term and;
- c) To update the Topic Review Inventory for Trust Council by December 2010.

2. Scope of work

- a) Consult with Islands Trust and Bowen Island Municipality staff and trustees to identify policies in the Policy Statement that have presented interpretation challenges.
- b) Identify requirements for policy statement records management.
- c) Consult with Trust Area Services staff to identify gaps and inconsistencies in the Policy Statement with respect to the provincial context (legislation).
- d) Update the Topic Review Inventory to identify topics in the current and previous Strategic Plans of Trust Council and in advocacy positions taken by LTCs, EC and Trust Council.
- e) Seek external funding sources for a Policy Statement review, for the benefit of a future Trust Council.
- f) Consider any other issues that might emerge during this assessment. (e.g. the need for significant advance planning to pursue / secure external funding)

3) Time Frame

June 2010: Confirm task force membership and hold first meeting
Nov 2010: Preliminary report to TPC – including Topic Review Inventory for TC Dec 2010
Oct 2010 - March 2011: Consider budget and staffing implications for 2011-2012 budget
March 2011: Seek Trust Council's approval for a funding application
April 2011 – Submit application for funding
May 2011: Final report to TPC

4) Membership

The committee will consist of up to seven people with at least one member from EC and TPC, with members initially solicited from Trust Council until June 17, 2010. Other trustees are welcome to audit the meetings. Membership may include past trustees.

5) Process

Meetings will be held by monthly teleconference (or less frequently if not needed).

6) Resources

Financial requirements will be limited to conference call costs.

Appendix A – Policy Statement Assessment Task Force Terms of Reference

Staff will provide logistics, public notification and minute-taking services. Staff will provide relevant policies and records of past committee work on the Policy Statement.

Relevant policies include:

- 1.2.i Policy Statement Amendment Policy
- 1.3.i Policy Statement Implementation Policy
- 1.3.ii Policy Statement Topic Review Framework

Policy Statement Topic Review Inventory 2010

Trust Council is asked to review the Policy Statement every five years. This topic review inventory is intended to be regularly updated as new topics get suggested, by trustees, staff and stakeholders. Policy 1.3.ii, *Policy Statement Topic Review Framework*, sets out that Trust Council will consider Trust Programs Committee's recommended priority review topics each year.

If the Policy Statement is to be reviewed, Trust Council will consult with particular government agencies having jurisdiction over or interests in the Trust Area, and with members of the public throughout the Trust Area.

This Topic Review Inventory summarizes input on existing and potential new Policy Statement topics received by the Policy Statement Task Force. It compiles information from the 2007 Policy Statement Topic Review Inventory; trustee and staff suggestions (made in 2010 unless otherwise noted); Trust Council resolutions; and strategic plans. An overview of suggestions is provided below with additional details available in the body of this report.

Policy Statement Topics Needing Additional Clarification or Expansion	Suggested New Policy Statement Topics (Gaps):
• Protection of natural coastal processes (3.4.5) • Marine Sewage (3.4.8) • Agricultural land (4.1) • Forests (stewardship) (4.2) • Protection of forest stands (4.2.6) • Designation of forest ecosystem reserves (4.2.8) • Freshwater resources (4.4) • Water quality and quantity (4.4.2) • Coastal and marine areas (4.5) • Aquaculture (4.5.1 and 4.5.2) • Soils and deposits (4.6) • Sustainable communities (Part V) • Growth and development (5.2) • Density limits (5.2.5) • Road classification system (5.3.4) • Impacts of road location, etc. (5.3.5) • Gaming/casinos prohibition (5.5.2) • Recreational facilities (5.5.6) • Heritage (5.6.3) • Economic opportunities (5.7) • Health and wellbeing (5.8) • Healthy communities (5.8.5) • Renewable energy production (5.8.8)	• Affordable housing/diversity of housing • Agriculture • Archaeological resources • BC Ferries • Climate change • Connectivity in environmental protection • Crown land protection • First Nations • Food security • Invasive species • Landowner stewardship • Marine protection (stewardship / shipping / lighthouses) • Performance measurement / indicators • Rainwater harvesting and catchment systems • Riparian area protection • Social diversity • Sustainable environment • Tourism • Tree removal • Trust Fund Board (NAPTEP, RCP, funding, protected area stewardship, conservation of biodiversity priorities,) • Unzoned areas • Update to reflect ongoing legislative changes • Use of pesticides and other toxins

Appendix B – Policy Statement Topic Review Inventory 2010

The document is organized as follows:

- Existing topics needing clarification or expansion
- Suggested new topics
- Suggested new definitions
- Appendix 1: Summary of past Chair correspondence on advocacy topics
- Appendix 2: Islands Trust resolutions submitted to Union of British Columbia Municipalities
- Appendix 3: General comments received on the Policy Statement
- Appendix 4: Excerpt from November 23, 2000 legal opinion for the Islands Trust re: Policy Statement Directive Policies from Bill Buholzer (formerly Lidstone, Young, Anderson), made public by the Executive Committee on October 19, 2010.

**Existing Policy Statement Topics
needing clarification or expansion**

SP=Strategic Plan / Agenda, P=Part, G=Goal

Existing Topic	Issue to be clarified / expanded	Source
Protection of natural coastal processes (3.4.5)	Expand on foreshore erosion, and seawalls Include outcomes of the Green Shores Program	Trustee
Marine Sewage (3.4.8)	<i>That Trust Council request the Director of Trust Area Services to research the topic of marine sewage pollution from vessels and municipal sewage facilities in the Strait of Georgia and provide recommendations in September regarding options for supporting existing processes that address these topics. (TC 179/02 June)</i> <i>That the Islands Trust Council request staff to continue to monitor the topic of marine sewage pollution in the Trust Area and that Council request the Executive Committee to develop correspondence supporting existing processes that address marine sewage pollution in the Trust Area, as appropriate opportunities arise. (TC 206/02 Sept)</i> <i>That Islands Trust Council request the Chair to write a letter to appropriate federal and provincial ministers with respect to facilitating the designation of marine sites under non-sewage discharge regulations. (TC 235/02 Dec)</i> <i>That Islands Trust Council:</i> - o <i>Recommend that Local Trust Committees consider adding a policy to their Official Community Plans requiring all marinas applying for rezoning or a development permit to provide pump out facilities;</i> - o <i>• Recommend that Local Trust Committees consider adding an advocacy policy to their Official Community Plans encouraging neighbouring local governments to require that marinas servicing vessels traveling within the Trust Area install pump-out facilities when applying for rezoning on a development permit; and</i> - o <i>• Request the Executive Committee write to Transport Canada requesting amendments to the current legislation to prohibit boats traveling in narrow channels from discharging raw sewage less than three nautical miles from shore and developing a plan for enough pump-out stations in the Trust Area that sewage discharge would be prohibited or alternatively establish the Trust Area as a no discharge zone. (TC152/09 Sept)</i>	Trust Council
Agricultural land (4.1)	2006: Want to encourage open farm land to be maintained and not allowed to reforest. Mayne Island has lost a large amount of open meadow to trees. There is environmental value in these spaces as well as economic in the case of farming and grazing. 2009: urge policies that recognize that re-treeing of cleared lands is not always the best use of the land	Trustee

Existing Topic	Issue to be clarified / expanded	Source
Forests (4.2)	<i>That the Islands Trust Council request the Executive Committee to forward to the Ministry of Sustainable Resource Management a response to the Working Forest Initiative discussion paper that requests that the Crown land of the Trust Area be removed from the definition of Working Forest; provides additional background and comment on the Initiative based on the attached outline; and that the Islands Trust Council request the Executive Committee to monitor the Working Forest Initiative and take additional actions as necessary that are consistent with the positions expressed in the joint response. (TC 114/03 – March)</i>	Trust Council
	Clarification of forestry's role on islands, including use in mitigating effects of GHG emissions PMFL lands	Trustee
Protection of forest stands (4.2.6)	Unclear what is meant by "on the scale of forest stands and landscapes". The phrase "of forest ecosystems" belongs after the phrase "ecological integrity" in the fourth line.	Staff
Designation of forest ecosystem reserves (4.2.8)	LTCs do not have the power to designate reserves on private land. This policy should require the local trust committees and municipalities to "designate forest ecosystem reserves where no extraction will take place, to ensure the preservation of native biological diversity", rather than requiring them to "include policies and regulations requiring" such designations. Since it is the local trust committees and municipalities that do the designating, it seems incorrect to refer to their policies and regulations merely "requiring" those designations. Consider including direction/clarification about PMFL.	Staff
Freshwater Resources (4.4)	<i>That staff be requested to prepare a briefing that identifies issues with respect to the authority of the Islands Trust to address groundwater protection and groundwater use for consideration at the December 2002 Trust Council meeting. (TC 215/02 Sept)</i> <i>That Islands Trust Council endorse the following declaration and commit the Islands Trust to upholding its principles:</i> • <i>Water is a sacred gift that connects all life.</i> • <i>Access to clean water is a basic human right.</i> • <i>The value of the earth's fresh water to the common good takes priority over any possible commercial value.</i> • <i>Fresh water is a shared legacy, a public trust and a collective responsibility.</i> <i>And encourage all citizens of the Trust Area to endorse the above declaration and commit to upholding its principles. (TC 129/06 March)</i> <i>That the Islands Trust Council request the Chair to write a letter to the Minister of the Environment on behalf of the Islands Trust Council which includes the</i>	Trust Council

Existing Topic	Issue to be clarified / expanded	Source
	<i>following:</i> • a statement of Trust Council's support for the B.C. Ground Water Protection Regulation, • a request for an update on Phases 2 and 3 of the Regulation, and • a suggestion that the Islands Trust be considered as a pilot project for the development of a water management plan(s), or other planning processes to address localized water quality and quantity issues, under Phase 3 of the Regulation, due to the limited supply of water in the Trust Area. (TC 182/06 December) <i>That the Islands Trust Council request the Chair to write to the Minister of Environment in support of the provincial commitment to regulate groundwater withdrawals in the Gulf Islands, as expressed in the recent Living Water Smart Plan. (TC 163/08 June)</i>	
	2006: In general, the new Drinking Water legislation needs to be integrated into the Policy Statement - as a standard to be met.(e.g. water quality must meet the legislated water quality standards.) Consider past advocacy positions re hydro-fracturing	Trustee
	Goal: Increase the sustainability and quality of freshwater resources	SP 2008-11, G2
	Reflect/support new Development Permit Area powers regarding water conservation	Staff
Water Quality and Quantity (4.4.2)	<i>That the Trust Programs Committee be requested to review Section 4 of the Policy Statement to more clearly address the use of viable alternate water supply sources as the top priority of the Policy Statement Topic Review Inventory. (TC/179/05 June)</i> <i>That the Islands Trust Council not amend the Islands Trust Policy Statement in regards to freshwater resources (policy 4.4.2) and not proceed with draft Bylaw 109 and request the Trust Programs Committee to add rainwater catchment and storage to the Policy Statement Topic Review Inventory. (TC/167/05)</i> (As written, Policy 4.4.2 may restrict a local trust committee (LTC) or an island municipality (IM) from considering land use changes in areas where there are water quality or quantity problems, even if there are other approaches available to ensure that the problem would not be exacerbated. For example: an LTC or IM may wish to rezone land in an area with a water problem provided the proposed development is legally required to provide a water catchment system to supply a portion of its water needs. An LTC or IM may wish to rezone land in an area with a water problem provided the proposed development is required to take special measures to address potential water quality and/or sewage treatment issues.)	Trust Council

Existing Topic	Issue to be clarified / expanded	Source
	The phrase "known to have a problem" is not clear. The proposed addition of a "viable alternate" source needs to be made	Trustee
	Anticipate the use of alternative technologies to address water quantity concerns	Staff
Coastal areas and marine shore lands (4.5)	Coastal areas and marine shore lands management/stewardship	SP 2008-11, G2
	Address impacts of shoreline development on eelgrass beds and spawning sites Address shoreline protection in support of the ocean that surrounds us and supports us with oxygen and food. Specifically address the gravel, sand and shell beaches that are the irreplaceable location of forage fish spawning.	Trustee
Aquaculture (4.5.1, 4.5.2)	<i>That Islands Trust Council request staff to research and prepare a background paper to inform Council regarding the goals and consultation process of the Ministry of Sustainable Resource Management and of Land and Water B.C. Inc. regarding the expansion of the shellfish industry in the Trust Area. (TC 180/02 June)</i> <i>That the Islands Trust Council request the Trust Programs Committee to consider community concerns regarding on-land aquaculture, including the proposed resolutions from Woodward and Company in their letter of March 6, 2003 and develop recommendations for Trust Council in June pending consideration of already scheduled work programs items; and request the Executive Committee to take other actions to address this issue before June 2003 if it feels this is necessary. (TC 146/03 March)</i> <i>That the Islands Trust Council request the Chair to communicate the Trust Policy Statement policies, precautionary principle and island community concerns regarding on land aquaculture to the appropriate provincial and federal ministries and responsible agencies. (TC 147/03 March)</i> <i>That Islands Trust Council request the Chair to seek a suspension of on-land aquaculture application processing pending the development of siting criteria and the establishment of an Aquaculture Protocol with the Province concerning due diligence, community consultation and environmental assessment. (TC 148/03 March)</i> <i>That the Islands Trust Council request staff to submit the attached document entitled "Islands Trust - Response to the Special Committee on Sustainable Aquaculture, September 15, 2006" to the Special Committee on Sustainable Aquaculture; and to assess the feasibility and work program implications of requesting staff in the Ministry of Agriculture and Lands to work with Islands Trust to update and review the protocol agreements and</i>	Trust Council

Existing Topic	Issue to be clarified / expanded	Source
	<i>letters of understanding between the agencies.</i> (TC 158/06 Sept)	
	Finfish farms (4.5.2) Consider whether current policy excludes finfish (like tilapia) that can be raised in closed containment and add to food security. Consider past advocacy positions re on-land fish farms. Ensure consistency with Marine Protected Area policy.	Trustee
Soils and deposits (4.6)	Adoption, administration, enforcement of bylaws and education	SP 2005-08, P1
Sustainable Communities (Part V)	Healthy, complete and liveable island communities. We recognize that the health of our communities is improved if our islands are safe and secure, if there is strong public involvement in decision-making, and if we accommodate people of differing age groups and income levels. We will work to support and restore socio-economic diversity with strategies for affordable, accessible and appropriate community housing. Support socio-economic diversity of island communities	SP 2005-08, P2 SP 2008-11, G2
	Re-title: healthy, vibrant, social-economic communities Create a separate policy section for “character” Reorganize headings - healthy community, resilience, food security, agricultural community	Staff
	Advocacy with external agencies that have socio-economic impacts on islands	SP 2005-08, P2
Growth and Development (5.2)	Density limits (5.2.5) Has occasionally been confusing in regards to Bowen Island OCP amendments. Check previous staff reports for details. Growth in the Trust Area – Manage in a manner that respects our provincial mandate and the wishes of island communities Build-out potential –identify as a basis for further planning and communication Rate and scale of growth - managing Managing conflict between need for cluster type developments and maintenance of rural atmosphere	Staff SP 2005-08, P2 2004-05 SP, P3 Trustee
Road Classification System (5.3.4)	Need to clarify what classification system of island roadways is supposed to be recognized in the local policies and regulations. If it is a classification system that has been worked out between the Islands Trust and the Ministry of Transportation and Highways, it should be specifically referred to.	Staff

Appendix B – Policy Statement Topic Review Inventory 2010

Existing Topic	Issue to be clarified / expanded	Source
Impacts of Road Location (5.3.5)	While planners have traditionally interpreted this to mean that bylaws must address the impacts of roads on ecosystems, forest landscapes, etc., Executive Committee recently interpreted it to mean that an Official Community Plan should not be adopted because it did not contain a road network plan. Perhaps the meaning of the policy requires clarification. Consider replacing the word "systems" at the end of this policy with the phrase "impacts of road networks, including their location, design and construction."	Staff
Gaming / Casinos prohibition (5.5.2)	Consider whether inconsistent with allowance of destination resorts	Staff
Recreational facilities (5.5.6)	Concerns have been raised because of a lack of definition of low and high impact.	Staff
Heritage (5.6.3)	Unclear if this is intended to include archaeological sites.	Staff
Economic Opportunities (5.7)		Staff
Health and Well Being (5.8)		Trustee
Healthy Communities (5.8.5)	While this is not a directive policy, there seems to be no directive policy that addresses the broad topic of healthy communities. The program referred to is dated and easily confused with BC's 'Healthy Communities' initiatives.	Staff
Renewable Energy (5.88)		Staff

Suggested New Policy Statement Topics

SP=Strategic Plan / Agenda, P=Part, G=Goal

New Topic	Rationale	Source
Affordable Housing	The starting point for effectively encouraging the development of affordable housing is a Trust-wide policy that provides leadership and guidance in its commitment to affordable housing, and emphasizes the importance it plays in a sustainable community. Recommendation: THAT Trust Council review the Islands Trust Policy statement to ensure that it: • includes clear and well-thought out definition of affordability • includes clearly articulated vision, goal and objectives for affordable housing • gives affordable housing a greater profile for its role in sustainable communities • includes a reference to affordable housing in its policy direction to LTCs and municipalities	Islands Trust Community Housing Tool Kit" page 15-16, section 4.1 - Amend the Trust Council's Policy Statement
	Encouragement of policies and advocacy that will encourage diversity and affordability in housing.	Trustee
	Support/restore socio-economic diversity through land use planning strategies about affordable/accessible/appropriate housing	SP 2008-2011, G3
Agriculture	<i>That the Islands Trust Council declare its support for avoiding the use of crops, in the Trust Area, that have been genetically engineered. (TC 211/04 Sept)</i> <i>That the Islands Trust Council request the Chair to write a letter on behalf of Council to the Capital Regional District Roundtable on the Environment that states Council's support of the program for short-term reduction and long-term elimination of non-essential pesticide use, including the part of the CRD that is within the Islands Trust Area. (TC 251/04 Dec)</i> <i>That the Islands Trust Council request the Director of Trust Area Services to seek agreements with the Ministry of Agriculture, Fisheries and Foods and the Agricultural Land Commission regarding guidelines for the development of farm regulations to address the scale and intensity of agriculture (including on-land aquaculture), in a manner consistent with the provincial object of the Islands Trust and with the scale and character of small islands. (TC 172/173/03 June)</i> <i>That the Islands Trust Council request the Chair to write to the BC Minister of Agriculture expressing the Trust's concern that inadequate slaughter facilities exist to service farmers within the Islands Trust Area, and that the Trust encourages the Ministry to maintain its support of community initiatives to establish appropriate local facilities to service the</i>	Trust Council

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New Topic	Rationale	Source
	Trust Area. (TC 163/07 Sept) <i>That the Islands Trust Council request the Chair to write to the BC Minister of Agriculture and the Farm Industry Review Board requesting that they consider organic farming to be a normal farm practice in the Islands Trust Area. (TC 127/08 Mar)</i>	
	Include farmers markets Include reference to the Agricultural Land Commission Consider past advocacy positions regarding genetically modified organisms (GMOs), pesticides, and slaughtering regulations	Trustee
Archaeological Resources		SP 2005-2008, P2
BC Ferries	Recognize the important role of ferry transportation within Islands Trust area Recognize need for transportation security	Staff
Climate Change	<i>That Trust Council strongly supports sustainable energy projects that do not add CO2 gases and other pollutants to the atmosphere; and that energy ownership and management must be controlled by Canadians; and that Trust Council opposes both the proposed GSX pipeline and gas-fired generation projects on Vancouver Island. (TC 149/02 March)</i> <i>That the Islands Trust Council request the Executive Committee to take opportunities that arise to indicate concerns regarding climate change and support for the reduction of energy use and greenhouse gas emissions, and requests that the Trust Programs Committee recommend related amendments to the Policy Statement for consideration during the next Policy Statement review period. (Policies 5.1.4, 5.4.3, 5.8.8) (TC/110/05 March)</i> <i>That the Islands Trust Council request the Executive Committee, Local Trust Committees and the Bowen Island Municipality to take opportunities to encourage island residents and visitors to be aware of the significant impact of climate change on our communities and the natural environment and to take steps to reduce their emissions of greenhouse gases. (TC 171/06 Sept)</i>	Trust Council
	Climate change could be addressed in a separate section in Part III, as well as be the subject of a new guiding principle at the end of Part II.	
	Reflect new development permit area powers regarding energy efficiency	Staff
	Climate change adaptation: We will work to understand and minimize the negative effects that climate change could have on island communities.	SP 2005-08, P1 and

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New Topic	Rationale	Source
	Climate change mitigation: We will work to reduce greenhouse gas emissions, both by managing our internal operations and by fostering energy-efficient communities in our land use decisions. Carbon neutral operations by 2012 Community GHG emissions – measurement/inventories Community GHG emission reduction – targets, policies and actions Energy-efficient communities through land use planning decisions and public education	SP 2008-11, G1
Connectivity in environmental protection	Consider protected area networks	Staff
Crown land protection	Crown land profiles, acquisition and protection.	SP 2005-2008, P1, and SP 2008-2011, G1
First Nations	Refer to Protocol Agreements for additional topic information Include objectives and policies regarding the protection of registered and potential First Nations archaeological and heritage sites. ⁸ Importance of culture/heritage Consultation, agreements, culture, heritage names Add a policy encouraging the establishment of a framework for effective communication between local trust committees and First Nations and emphasizing the need to act cooperatively on issues of common interest.	Trustee
	Include more policies regarding First Nations	Staff
Food Security	Consider recommendations from food security report to Trust Council in December 2010	Staff
	Support local food security	SP 2008-2011, G3
Invasive Species	Include marine invasive species	Staff
	Include non-controlled indigenous species (i.e. Black-tailed deer)	
Landowner stewardship		SP 2008-2011, G2

⁸ Note” From section 14.k of Islands Trust’s Protocol Agreement with Snuneymuxw First Nation.

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New Topic	Rationale	Source
Marine Protection / Lighthouses	<i>That the Islands Trust Council request the Executive Committee and the Trust Programs Committee develop, implement and report on an advocacy program to address shipping safety issues in the Trust Area. (TC 107/10 June)</i>	Trust Council
	Lighthouses: Consider past advocacy positions	Trustee
	Shipping safety	Trustee
Performance measurement / indicators		SP 2005-2008, P1
Rainwater Catchment	<i>That the Islands Trust Council not amend the Islands Trust Policy Statement in regards to freshwater resources (policy 4.4.2) and not proceed with draft Bylaw 109 and request the Trust Programs Committee to add rainwater catchment and storage to the Policy Statement Topic Review Inventory. (TC 167/168/05 June)</i>	Trust Council
Riparian area protection	Incorporate Riparian Area Regulations	Staff
	Protection of riparian areas – implement Riparian Area Regulations	SP 2005-08, P1
Social Diversity	The concept of maintaining social diversity could be added to the section on The Challenge in the Introduction.	Trustee
Sustainable Environment	Precautionary principles Environmental sustainability - education and incentives	SP 2005-08, P1
	Address protection versus “use” of natural resources	
Tourism	May 2006: In response to the March 2006 Islands Forum on tourism, Islands Trust Council received the attached letters from Tony Law dated April 2, 2006 and from David Steen dated April 12, 2006. Both letters request that Islands Trust Council address the topic of tourism through Policy Statement amendments. (Part V)	Trust Programs Committee
	Sustainable tourism (consider including tourism policies in Islands Trust Policy Statement)	SP 2005-08, P2
Tree removal	Tree removal - adoption, administration, and enforcement of bylaws	SP 2005-2008, P1
Trust Fund Board	Protected areas - increase size of and ensure safety and integrity	SP 2005-2008, P1
	Protect and enhance the natural environment. Identify areas in greatest need of protection and protect these areas through covenants, acquisitions and other tools.	SP 2008-2011, G1

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New Topic	Rationale	Source
	Reliable, adequate and sustainable long-term funding for TFB - to meet RCP goals and stewardship requirements for protected lands Safety and ecological integrity of protected areas NAPTEP and Regional Conservation Plan	SP 2008-2011, G2 SP 2008-11, G1
Unzoned areas	The Policy Statement provides direction about what should be in bylaws but does not address unzoned areas.	Staff
Update to reflect ongoing legislative changes	Consider incorporating information from recent changes to relevant legislation (e.g. section 877 of the <i>Local Government Act</i>, the <i>Local Government (Green Communities) Statutes Amendment Act</i> (Bill 27, 2008)). Consider incorporating information from relevant legislation as noted in Trust Council's legislative monitoring chart (e.g. <i>Water Act</i> changes expected in 2011).	
Use of pesticides and other toxins	On February 17, 2005 the Chair wrote a letter conveying Trust Council's unanimous support for the Capital Regional District's Roundtable on the Environment program for the short-term reduction and long-term elimination of non-essential pesticide use.	Trustee

Suggested New Definitions for the Policy Statement:

Terms needing better definition	Source
• Sustainability (find and identify the appropriate balance on the islands between priority on environment versus priority for human developments) • Habitat • Impacts (5.3.5) • Amenities (See Tony Law's 2010 Unique Amenities discussion paper) • Intensity (4.4.2) • Freshwater (3.3, 4.4) (Consider using the phrase "drinking water")	Trustees
• Unique amenities (define what to preserve and protect) • Habitat • Wildlife	Staff

Appendix 1:
Advocacy related correspondence from the Chair, Islands Trust Council
(2002 to September 14, 2010)

General Topic	Subject of Letter from Chair	Date of Letter
Agriculture/Food Security	Sustainable approach to farm tax assessment in Islands Trust Area	April 30, 2008
	Designating organic farming as a normal farming practice in Islands Trust Area	April 30, 2008
	Right to Farm legislation	February 23, 2007
	Meat Inspection Regulation	May 10, 2006
	Meat Inspection Regulation	May 3, 2006
	Meat Inspection Regulation	January 16, 2006
	Genetically engineered seeds	January 26, 2005
	Meat Inspection	January 30, 2004
	Right to Farm Legislation	June 17, 2003
Climate Change/Greenhouse gases	ecoENERGY Retrofit – Homes Program closure	April 28, 2010
	LiveSmart BC Efficiency Incentive Program	August 26, 2009
	United Nations Climate Change Conference in Copenhagen	November 24, 2010
Economic Opportunities	Trade, Investment and Labour Mobility Agreement (TILMA) concerns	July 20, 2007
	Local employment opportunities in BC Parks and other topics	Nov 25, 2002
Energy Project Impacts	Proposed Raven underground coal mine	July 19, 2010
	LNG Plant on Texada	June 24, 2008
	Vancouver Island Transmission Reinforcement Project (EMF exposure)	April 5, 2005
	Deny Vancouver Island Generation Project	July 22, 2003
	GSX Canada Pipeline Project	June 17, 2003 (x2)
Forest	Status of Coastal Douglas-fir in the proposed Commercial Forest Reserve	November 24, 2009
	Private Managed Forest Land Act	March 31, 2009
	Working Forest Initiative Discussion Paper response	April 25, 2003
Health and Well-being	Policing in the Islands Trust Area	January 26, 2010
Marine	Vessel Testing in Plumper Sound	May 31, 2010
	Freighter Safety in Plumper Sound	January 5, 2010
	Destaffing of lightstations	October 6, 2009
	Opposition to industrial freight offloading in Plumper Sound	January 11, 2008
	Prevention of pollution from Ships	January 18, 2007
	Federal moratorium on off-shore oil and gas	November 7, 2006
	Islands Trust response re Sustainable Aquaculture	September 25, 2006
	Denman Island aquaculture activity	July 21, 2006

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General Topic	Subject of Letter from Chair	Date of Letter
Noise	No discharge designation for marine vessels	February 27, 2003
	Rockfish closure consultation/collaboration	April 30, 2002
	Noise and Aircraft operations	January 30, 2003
	Notations on Aeronautical charts –re: sensitive habitat	October 30, 2002
Pesticides	Elimination of non-essential pesticide use	February 17, 2005
Space	Ratification of Space Preservation Treaty	October 21, 2003
Transportation	BC Ferries governance review	February 9, 2010
	Provincial Contribution to BC Ferries	November 5, 2008
	Letter to the Editor: Islands and Bridges	July 2008
	BC Ferries Service Fee	May 24, 2007
	Service fees in the Coastal Ferry Contract	May 18, 2006
	Continued increase in fuel surcharge by BC Ferries	May 18, 2006
	Sea to Sky Highway improvements	May 30, 2006
	Proposed fuel Surcharge by BC Ferries	December 20, 2005
Water	Hydrofracturing	June 28, 2007
	Living Water Smart support	June 24, 2008
	Drinking water and groundwater regulations	October 21, 2003

Appendix 2:
**Past Islands Trust resolutions submitted for debate at conventions
of the Union of British Columbia Municipalities (2002-2010)**

Environmental Protection and Community Planning Initiatives (2002, C49) (Referred to Community Charter Policy Paper)

WHEREAS that the Islands Trust through legislative measures in the Local Government Act has tried to effect land use planning solutions to safeguard environmentally and ecologically significant landscapes;

AND WHEREAS the tools available to local government in the Local Government Act and the application of these tools by local government in a land use planning context have not produced the results envisioned by the provisions of the Act;

AND WHEREAS particular land use planning initiatives based on interpretation of the Act including Official Community Plan and Development Permit requirements imposed by local governments have not been successful to achieve desired results:

THEREFORE BE IT RESOLVED that the Islands Trust request the assistance of the Union of BC Municipalities to pursue new/revised tools through legislative amendments coincident with the Community Charter legislation review to ensure local government has the ability to effect through community planning initiatives, an enhanced degree of environmental and ecological protection for significant properties on the landscape.

Withdrawal of Bill 48 (2003, A6) (Endorsed)

WHEREAS the provincial government has given First Reading to legislation (Bill 48) that would amend the Local Government Act and the Farm Practices Protection (Right to Farm) Act in a manner that could lead to a significant reduction in local government land use planning authority in farming areas and coastal waters;

AND WHEREAS the provincial government has a stated policy of strengthening local decision making and eliminating regulations imposed by the province;

AND WHEREAS communities expect local governments to be accountable for land use planning decisions that reflect local values:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request that the provincial government withdraw Bill 48 and implement measures to achieve provincial goals for agriculture and aquaculture through collaboration and consultation with local government.

Coastal Ferry Act (2007, C15) (not admitted for debate)

WHEREAS the provincial government will shortly enter negotiations with BC Ferries to establish service levels and the government contribution (service fees) that will determine service and fares for BC Ferries' Performance Term 2 that commences April 1, 2008;

AND WHEREAS coastal ferries are an essential part of the provincial transportation network, crucial to the economic and social health of the coastal region and to the province-wide tourism industry:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request that the provincial government undertake a comprehensive and consultative review of the effects of ferry fares and service levels on coastal communities, prior to signing the contract for Performance Term 2, and before the commencement of Performance Term 2, to incorporate any amendments to the Coastal Ferry Act that are necessary to sustain the economic and social vitality of coastal communities and to preserve this vital element of British Columbia's image as a world-class tourism destination.

A Minor Routes Strategy for Coastal Ferry Service (2009, B156) (Endorsed by UBCM Executive)

WHEREAS the transportation services provided by BC Ferries on minor routes along the south coast are as essential for ferry dependent communities as the provincial road network is for other communities, and are an integral element of provincial tourism goals, yet have been subject to fare increases of as much as 120% over the last five years;

AND WHEREAS the British Columbia Ferry Advisory Committee Chairs have, through extensive research and analysis, proposed a minor routes strategy that supports the sustainability of island economies and the coastal ferry service:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request that the British Columbia Ministry of Transportation and Infrastructure work with coastal communities and BC Ferries to develop a strategy for the minor southern coastal ferry routes, as proposed by the Ferry Advisory Committee Chairs.

Southern Strait of Georgia National Marine Conservation Area Reserve (2010, B79, Endorsed)

WHEREAS the Southern Strait of Georgia in British Columbia is an ecologically, economically, and culturally rich area that contains the critical habitat of the endangered southern resident orca and is being harmed by a variety of human activities;

AND WHEREAS the government of British Columbia and Parks Canada agreed in 1995 under the Pacific Marine Heritage Legacy to undertake a study to assess the feasibility of protecting and managing this area as a National Marine Conservation Area Reserve (NMCAR) under the Canada National Marine Conservation Areas Act, and have been engaged in the feasibility study since 2004:

THEREFORE BE IT RESOLVED that the UBCM supports the establishment of a large, ecologically zoned NMCAR in the southern Strait of Georgia from the proposed southern end of Haro Strait, up to and including, Gabriola Passage, and urge immediate action from the provincial and federal governments to proceed on this initiative while respecting First Nations interests in the area.

Derelict and Abandoned Vessels, Barges and Docks (2010, B30, Endorsed)

At the 2010 AVICC Convention, four resolutions on derelict vessels, including one from Islands Trust, were endorsed with a further resolution to AVICC to draft, in consultation with the respective sponsors, a single resolution incorporating all of the salient points of the four original resolutions for submission to UBCM by the June 30, 2010 deadline. Mayor Darren Inkster, Sechelt, chaired a sub-committee comprised of Chair Sheila Malcolmson, Islands Trust; Councillor John Rogers, View Royal; and Councillor Adam Olsen, Central Saanich to draft the resolution and prepare a proposal on the issue for a clinic at the upcoming 2010 UBCM Convention. The resolution, which was largely based on the Islands Trust resolution, was then sent out to the original sponsors of the four resolutions for approval. The revised resolution was endorsed by AVICC Executive at their regular meeting June 11, 2010 and forwarded to the UBCM Resolutions Coordinator on June 15, 2010.

WHEREAS UBCM has previously endorsed a resolution on the topic of derelict vessels in 2005 and the issue of derelict and abandoned vessels, barges, and docks continues to be of significant concern and cost for local governments and harbour authorities in British Columbia;

AND WHEREAS there are many derelict and abandoned vessels, barges and docks that pose safety hazards, risks of environmental contamination and visual pollution:

THEREFORE BE IT RESOLVED that the UBCM petition the provincial and federal governments to develop a coordinated approach to the timely and adequate removal of all types of derelict and abandoned vessels, barges and docks in all situations and consider the following strategies:

- Funding mechanism(s) such as a fee on vessel registrations or a surcharge on marine fuel to fund the removal of derelict and abandoned vessels, barges and docks;
- Designated disposal areas where owners can take their unwanted boats and structures to provide an alternative to abandonment on public property; and
- Education and vessel product stewardship programs, for example fiberglass boat recycling centres.

Appendix 3:
General Comments Received on the Policy Statement
by the Policy Statement Assessment Task Force

From July to October 2010, the Policy Statement Assessment Task Force sought input from Island Trust and Bowen Island Municipality staff and trustees on new Policy Statement topics that could be added and on existing topics needing expansion or clarification. In addition to making topic-related suggestions, staff and trustees also provided general comments on the Policy Statement and the way it is used in practice.

The comments fall into four main categories: Procedural Issues, Directive Policies, General, and Structure/Format.

Procedural Issues: Executive Committee review of Land Use Bylaws

The Policy Statement Assessment Task Force heard concerns about the role of the Policy Statement in Executive Committee's review of Local Trust Committee (LTC) bylaws. Under current policy (described below), Executive Committee/Trust Council can turn back a local bylaw even though it is consistent with the Policy Statement.

Under the *Islands Trust Act* the Executive Committee (EC) must approve a Bowen Island Municipality (BIM) bylaw that is consistent with the Policy Statement but the Act does not say that EC must approve an LTC bylaw that is consistent with the Policy Statement. This situation creates uncertainty for LTCs and planning staff. The principles of administrative fairness and natural justice require the reasons for turning back a bylaw to be clearly defined, transparent and justifiable.

This current policy direction is given in: Trust Council Operational Policy 2.4.iv - Executive Committee Legislative Role, section 2.4:

The Executive Committee may refuse a Local Trust Committee bylaw (or return the bylaw giving directions as to changes that would be required for approval) under section 22(1)(b) of the Islands Trust Act. The Islands Trust Act does not address grounds for refusal or return of the bylaw with directions, apart from requiring the Executive Committee to refuse a bylaw that is contrary to or at variance with the trust policy statement. The Trust Council considers, without limiting the jurisdiction of the Executive Committee, that the Executive Committee may also take into consideration whether the adoption of the bylaw would be contrary to the object of the trust; would expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw, or would, on the basis of advice from legal counsel, be enacted without legal authority including inconsistency with the relevant Official Community Plan.

Planning staff question the purpose of reviewing Land Use Bylaws (LUBs) through the Policy Statement. If LUBs must be consistent with the Official Community Plan (OCP) and the OCP must be consistent with Policy Statement (and has been accepted by EC as such), then it seems to some staff to be redundant to review the policy checklist for an LUB. Under current legislation, the EC must consider all bylaws against the Policy Statement, not just OCPs. Planning staff suggest one solution could be to put safeguards into the Policy Statement Implementation Policy, such as requiring EC to review LUBs only when the OCP is older than a defined number of years.

Planning staff do not value the Directives Only Checklist procedure for LUBs for a number of reasons:

- o The effort duplicates the process used in the original creation of the OCP.
- o Most of the checklist is not applicable to most projects.

- o When the checklist is applicable, staff are forced to make policy judgments that can easily be re-interpreted by trustees. For example, a planner may judge that a directive has been addressed, whereas the EC may disagree and establish a higher threshold - one that is not clear in advance to planners or the LTC. Another example arises when an LTC proposes a new policy for an OCP that is weaker than the previous one. Technically, the new policy could still “address” the issue and be considered by the planner and LTC to be consistent with the Policy statement. No matter how clear the directive language is, the EC may still reject the amendment on the basis that the new policy offers less protection than the policy it is replacing.

Directive Policies

The Policy Statement Assessment Task Force heard that:

- o the language in many directive policies is not clear and creates too much room for interpretation (e.g. “Must address”);
- o it should be easier to tell if a proposal is supportive or contrary to a policy statement goal;
- o that the Policy Statement could provide more direction to LTCs and provide more specifics on how the policies are to be addressed; and
- o that they should consider recommending condensing directive policies (i.e. “LTCs / island municipalities shall: X action”).

The task force also considered past legal advice regarding the Policy Statement. A November 23, 2000 legal opinion considered the use of more mandatory language in directive policies. The opinion argued that changing directive policies to require that local trust committees and island municipalities include certain matters in their official community plans and regulatory bylaws, rather than “address” certain matters in their plans and regulatory bylaws would make them more consistent with the *Islands Trust Act* than the current, more neutral language. On October 19, 2010, the Executive Committee, at the request of the task force, decided to make public the three relevant paragraphs (attached).

The task force has concluded that that it is important for Trust Council to assess the directive policies from time to time while also considering the political context (i.e. whether strengthening the Policy Statement is acceptable to the provincial government of the day), and what changes to Policy Statement language (clear versus vague language) might mean for Policy Statement implementation.

The task force passed the following resolution on November 1, 2010:

It was Moved and Seconded that the Policy Statement Task Force recommend that that the use of the word “address” in the Islands Trust Policy Statement be removed in cases where the Islands Trust Council wants the policy to be more directive, (for example, prohibit casinos versus address the prohibition of casinos) and that this issue be identified within the general comments section of the Topic Review Inventory.

The task force also suggests that any future revision to the Policy Statement include the rationale for directive policies (i.e. the purpose for creating the policy) either in the body of the Policy Statement or in an appendix so LTCs know why the directive exists.

During the feedback period, trustees and staff also provided general comments about the Policy Statement’s content, structure and format to the task force. All comments received are summarized below with only minor edits, resulting in some comments contradicting others, and some duplication.:

General:

- Vision:
 - o The first sentence of the first paragraph of Part I says that the purpose of the Policy Statement is to establish a vision but subsequent sentences articulate other purposes (e.g. first sentence of second paragraph says Policy Statement provides “guidance” but some policies provide “direction”).
 - o The Policy Statement should be a leadership document that stands the test of time.
 - o The Policy Statement should provide a future-oriented vision statement in addition to “preserve and protect” (This vision could be supported through a restructuring using goals and objectives).
- Greater emphasis:
 - o Tie the Policy Statement more closely to the wording of the Object.
 - o Biodiversity and importance of environmental language
 - o “Living lightly” on the islands so as to minimize human threat to ecosystem health and promote stewardship
 - o First Nations culture/heritage
 - o Holistic approach to issues to find sustainable solutions (e.g. avoid looking at climate change and affordable housing as separate issues which leads to situations such as vinyl sided inefficient affordable housing.)
 - o Partnership development and maintenance (e.g. San Juan County Commission, Agricultural Land Commission, Transport Canada agreement to protect habitat and island character, First Nations protocols, Regional Districts, parks departments, etc)
- Updates:
 - o References to government agencies (consider wording in a generic way that will accommodate cabinet shuffles)
 - o Legislative changes (e.g. NAPTEP)
 - o History section (consider using The Islands Trust Story by Peter Lamb)
 - o Part IV: Stewardship of Resources: This section provides an outdated perception of resources.
- Additions (not topic-specific):
 - o Add the word “partners” after the word stakeholders throughout the document
 - o Reference to the Salish Sea
 - o Reference administration of Local Trust Committee covenants re monitoring and enforcement.
 - o Consider bylaw enforcement
 - o Deal with standing policies of Local Trust Committees that are not in OCPs (e.g. enforcement, procedures, funding)
 - o Consider requiring development variance permits and temporary use permits to be consistent with the Policy Statement.
- Removals
 - o Consider the elimination of Trust Council Policies from the Policy Statement and transfer them to protocol agreements, Memorandum of Understandings or Trust Council's strategic plan, which would be periodically reviewed by Trust Council.
- Clarifications
 - o Provide more clarity about the intended audience
 - o Clarify language to prevent / resolve conflict.
 - o Where language remains ambiguous or contradictory (e.g. forest land vs agricultural land) openly recognize this and provide guidance for reconciling unavoidable tensions / conflicts.
- Changes to Part V: Sustainable Communities:
 - o Consider using an Integrated Community Sustainability Plan framework

- o Consider re-ordering so that 'Aesthetic Qualities' is not the first section
- o Emphasize sustainable communities, economic opportunities, health, education, services, diverse demographic profile, affordable housing
- o Add goals that encourage integration of all of the different values
- Implementation:
 - o Review current Policy Statement implementation process to ensure it incorporates the principles of administrative fairness, natural justice, and certainty. (E.g. Do Local Trust Committees know in advance what it takes to make a bylaw approvable by EC / TC?)
 - o Provide a greater emphasis on implementation if the Policy Statement is to act as an Integrated Community Sustainability Plan.
 - o Add new section on implementation, incorporating statements currently under "Role of Islands Trust Council" and "Guiding Principles"
 - o Provide more direction in the Policy Statement about timeframes, measurable targets and methods for accomplishing intentions for particular directives / policies.
- Orientation:
 - o Consider one-hour sessions at each of the first two Trust Council meetings of a new term to do a section-by-section review of the Policy Statement.
 - o Improve new staff orientation with regard to the Policy Statement.
- Review Process:
 - o Remember that the Snuneymuxw FN protocol requires Islands Trust to include them in the review process, and this would suggest a role for other first nations as well..

Structure/format:

- Make the Policy Statement more concise and provide more focus on goals and objectives, rather than prescribing specific solutions. Its policies should primarily assist LTCs in determining how their OCPs meet given goals and objectives. It currently provides both general principles and prescriptions (e.g. no gaming).
- Change the structure to make it more user-friendly (e.g. change the format so that it follows Section 877 of the *Local Government Act* or an OCP template to cluster the directive policies.
- Modernize the structure to be more systems-based, (e.g. rather than separating agriculture from ecosystems from economic vitality).
- Change the Policy Statement into a principle-based document (i.e. start with principles and follow with guidelines for implementing those principles).
- Place definitions at the front of the document and eliminate footnotes.
- Include the Directives Only Checklist in an appendix.
- Consider integrating Parts III and IV.

Appendix 4:

**Excerpt from November 23, 2000 legal opinion for the Islands Trust
Re: Policy Statement Directive Policies
from Bill Buholzer (formerly Lidstone, Young, Anderson)**

(3 paragraphs released to public by EC Oct 19, 2010)

Directive Policies

The thrust of the changes that are proposed to the "directive policies" is to change requirements that local trust committees and island municipalities "address" certain matters in their plans and regulatory bylaws, to a requirement that they include those matters in their regulatory bylaws. Presumably the intent here is to provide more definite policy direction to the local trust committees.

In principle, we see no reason that the more mandatory language cannot be adopted in the Islands Trust Policy Statement. Indeed, it could be argued that the proposed language of the directive policies is more consistent with the Islands Trust Act than the current, more neutral language. The scheme of the Islands Trust Act is that the Islands Trust Policy Statement forms a substantive policy context for local bylaws. The Islands Trust Act certainly supports a requirement that local trust committees not only address certain subjects in their plans and bylaws, but that they address those matters in a specific way or to a specific effect. Inherent in the choice of wording for policies of this nature, is a choice as to how much leeway the Trust Council wishes to leave to local trust committees in implementing the Islands Trust Policy Statement and, indirectly, the object of the Islands Trust. That is a matter on which we think that a court would defer to the judgment of the Trust Council, should any party, including any local trust committee, challenge the authority of the Trust Council to constrain the bylaw making powers of local trust committees in this manner.

As for the authority of the Trust Council to enforce the adherence of local trust committees to directive policies, the Islands Trust Act provides a very simple bylaw approval procedure permitting the executive council or the Trust Council, as the case may be, to determine whether a particular bylaw is contrary to or at variance with the trust policy statement. There is no question that the Trust Council and the executive committee have the authority to refuse to approve a bylaw if, in its reasonable opinion, the bylaw does not comply with a "directive policy" in the trust policy statement.

*Appendix C – Trustee and staff suggestions for changes
to policies related to the Policy Statement*

**Table of trustee and staff suggestions
for changes to the policies related to the Policy Statement, May 2011**

Policy Statement Amendment Policy (1.2.i)	
Trustee comments	C.1.1 Amend with current ministry name.
	C.1.2 Consider amending this paragraph to reflect current practice.
	C.1.3 Reconsider in light of current practice.
	C.2.1 Reconsider in light of current practice.
	C.2.1 Consider whether the “quarterly review” is realistic as it has not been met – consider annual review? First year of Trust Council term?
	C. 3.5 Add First Nations to “input received from”– if something added to refer to First Nations
	Consider whether there needs to be an additional policy (to insert after D.3.3.) for referral to First Nations to consult with them about amendments (similar to section D.2.9 in Policy Statement Implementation 1.3.i)
	If a future Trust Council decides to proceed with a review of the Policy Statement, reconsider Policy 1.2.i, <i>Policy Statement Amendment Policy</i> in its totality.
Staff comments	Add reference to Bowen Island Municipality Protocol and other relevant protocols and incorporate referral requirements from those agreements.
	C.3.6 Update public consultation process.
	C.3.4 Update communications requirements.
Policy Statement Implementation Policy (1.3.i)	
Trustee comments	C.4 Did Executive Committee research in the 2005-2008 term provide clarity?
	D.1.2 (a) Clarify the intent by adding the words “and adopted by a local trust committee” at the end, and in D.1.2 (b) “and adopted by an island municipality.”
	D.1.3 Fix the typo in <i>Islands Trust Act</i> .
	D.1.4 Fix the typos: “...Trust Policy Statement requires local trust committees in their official community plan....” I believe it should read further on “...or give explicit reasons...”
	D.2.2 Consider implications for staff resources of this policy.

*Appendix C – Trustee and staff suggestions for changes
to policies related to the Policy Statement*

	D.2.2 Remove period in last line.
	D.2.6 Combine D.2.9 into D.2.6.
	D.2.8 Suggest this policy be expanded versus developing an additional policy on Islands Trust Policy Statement advocacy.
	D.2.8 Include reference to legislative monitoring work.
	Add an additional policy after 2.8 on Islands Trust Policy Statement advocacy.
	Add reference to annual budget process.
	D.3.5 Does not appear consistent with the annual review of the Trust Policy Statement that is to be conducted by the Trust Programs Committee in accordance with Policy 1.3.ii and the annual prioritization of topic areas by Trust Council.

	General comment: The <i>Policy Statement Implementation Policy</i> has two stated purposes: 1. <i>To establish policy and procedures for statutory bylaw referrals and other implementation strategies in connection with the Islands Trust Policy Statement Bylaw No. 17.</i> 2. <i>To establish policy to implement and further develop the Islands Trust Policy Statement.</i> However, the policies with respect to the second purpose do not address how the very explicit Policy Statement requirement that “<i>Trust Council will implement a plan for advancement of the Policy Statement</i>” will be carried out. Neither do they indicate how Trust Council may review the Policy Statement annually nor how the Executive will monitor and make recommendations on “<i>the progress of Trust Council in achieving the goals defined in the Policy Statement.</i>” The <i>Executive Committee Terms of Reference</i> states that one responsibility of the Committee is “<i>to coordinate the development, preparation and implementation of an organizational strategic plan</i>” but no reference is made to how this may relate to implementing the Policy Statement. The <i>Policy Statement Implementation Policy</i> could be amended to specify policies and procedures for proactively implementing the Policy Statement through an annual process, as specified in the Policy Statement. The <i>Executive Committee Terms of Reference</i> could be amended to specify its role in coordinating and monitoring the implementation of the Policy Statement, as specified in the Policy Statement.
Staff	Update references to other policies.

*Appendix C – Trustee and staff suggestions for changes
to policies related to the Policy Statement*

comments	
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*Appendix C – Trustee and staff suggestions for changes
to policies related to the Policy Statement*

Staff comments con't	Consider adding communications section.
	Add reference to Bowen Island Municipality Protocol and Letters Patent.
	Add reference to tracking form used when bylaws are submitted for approval.
	D.1.13 Amend to clarify and reflect 60 day time limit for Trust Council approval
	Consider whether any protocols should be referenced.
Policy Statement Topic Review Framework (1.3.ii)	
Trustee comments	Section C 1 Continue annual timeframe? Should be changed if we are not doing an annual review now.
	D.2.1 - 2.3 Consider simplifying the process described in these three clauses to reflect quarterly meetings of the Trust Programs Committee, and encourage the Trust Programs Committee to undertake the annual review of policy topics for review as outlined in the policy.
	D. Section 3.1 Does it make sense for TC to be establishing annually the specific topics for review? What about each term – in the middle year for completion in the final third year?
	D.5.1 If section 3.1 were to change, then section 5.1 would change too as an Annual Policy Statement Report would not be included every year.
Staff comments	Add reference to Policy Statement Amendment Policy 1.2.i.
	D.1.1 Add First Nations.
General Suggestions	
Trustee comment	I suggest that Trust Council direct staff to write a plain language summary, maximum two pages, combining in one summary information about the <i>Policy Statement Amendment Policy</i> , the <i>Policy Statement Implementation Policy</i> and the <i>Topic Review Inventory Procedure</i> . Another alternative is to rewrite the three into one document (two policies plus one procedure) to make it simpler.

Unique Amenities

(The meaning of Unique Amenities in the legislated object of the Islands Trust)

Discussion Paper prepared by Trustee Tony Law - 25 March 2010

Ever since the legislated object of the Islands Trust was stated in the Islands Trust Act in 1974 there has been discussion about its meaning and intent, particularly with respect to interpreting the phrase “unique amenities”.

Report of Select Standing Committee on Municipal Matters, September 25, 1973

This report, which followed public meetings on a number of islands, focused more upon the challenges to the islands resulting from rampant development and lack of co-ordination than upon articulating the amenity or environmental values. The report notes that “the islands are of extreme importance to the Province of British Columbia, they are fragile, their location is crucial, being between the two largest cities in the Province” with “natural insularity, isolation and uniqueness”. The report stated that “people are entitled to use them and enjoy them to the capacity in which they are able to serve.” The Committee recommended that the Provincial Government establish an “Islands Trust”.

The Islands Trust Act

The purpose of the entities of the Islands Trust is to carry out the object of the Islands Trust.

Islands Trust Act s.4(1): “The trust council, executive committee, local trust committees and trust fund board are continued for the purpose of carrying out the object of the trust.”

The imperative of the object can be spelled out as follows:

To preserve and protect:

- 1) the Trust Area
- 2) its unique amenities and
- 3) (unique) environment

Islands Trust Act s.3: “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, other persons and organizations and the government of British Columbia.”

Of these words, the *Islands Trust Act* defines only the Trust Area.

Islands Trust Act s.1: “trust area means the land located within the boundaries described in Schedule A”. [Schedule A provides a precise description of the boundaries of the trust area].

“Preserve”, “protect” and “unique amenities and environment” are not defined.

Early Islands Trust Policy

Prior to legislated requirement for a Policy Statement, the Islands Trust Council, in 1983, adopted by bylaw “The Policy of the Islands Trust”.

This document included a policy diagram which included the mandate (object of the Islands Trust) at the top with two columns beneath it: one for environmental goals and policies and one for social goals and policies.

Environmental goals focused upon land, water, air, scenic beauty, areas of sensitivity or unique value, addressing pollution, careful use of resources and recognizing provincial and national significance of the Trust Area.

Social goals focused upon rural character, public access and enjoyment, options for future generations, gradual growth, local variations and autonomy and inclusive decision-making.

It is not clear that these two divisions were intended to refer to the division in the object between “amenities” and “environment”.

Report of Select Standing Committee on Economic Development, Transportation and Municipal Affairs, May 22, 1987

This Committee provided recommendations on how to best provide governance and services in the Islands Trust Area. The Committee recommended support and continuation of the object of the Islands Trust. However, the Committee noted that “the public have various interpretations as do residents of the Gulf Islands regarding the Object as stated in Section 4(1) of the Islands Trust Act.”

The report stated that “it seems difficult to define, in words acceptable to all, what is to be preserved and protected” and recommended that “a suitable Regional Community Plan for the Trust Area be adopted to reflect the Object” and that apart from this recommendation “no further effort be made to define the intentions of Section 4(1) in the Act with respect to the Object.”

The Islands Trust Policy Statement

In 1990, a redrafted Islands Trust Act specified that a responsibility of the trust council is to adopt a policy statement.

Islands Trust Act s.8: “For the purpose of carrying out the object of the trust, the trust council must (b) adopt a trust policy statement in accordance with section 15;”

The policy statement must be a general statement of policies of the trust council to carry out the object.

Islands Trust Act s.15 (2): “The trust policy statement (a) must be a general statement of the policies of the trust council to carry out the object of the trust.”

The Islands Trust Policy Statement, which was adopted by the trust council in 1994 to provide “a general strategy for land use planning which translates the broad goals of the Province and the Islands Trust into specific actions to preserve and protect the Trust Area”, can be looked to for providing some guidance in interpreting the object of the trust.

Schedule 1 of the Policy Statement defines the words “preserve” and “protect”. Preserve means “to maintain in a given condition.” Preservation often requires maintaining the processes that generate the desired condition.” Protect means “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.”

The Policy Statement does not define “unique amenities and environment” (though the definition of “protect” refers to “valued attributes”). However, there is text within the document that provides some context for understanding this phrase. A picture of what is understood by “environment” readily emerges, particularly in Parts III and IV of the Policy Statement which address ecosystem preservation and protection and the stewardship of resources. A picture of what is meant by “amenities” is a little more elusive.

- The Islands Trust Object and its Meaning

In providing “a fuller explanation of the key phrases in the legislated object of the Trust”, Part II of the Policy Statement has this to say with respect to the phrase “... to preserve and protect the Trust Area and its unique amenities and environment...”:

“The Trust Area is valued and is unique, not because of any one quality or feature, but rather because of its particular combination of characteristics and location.”

- Guiding principles

Part II also contains guiding principles “derived from the Islands Trust object and from input received from the public during public forums” to guide Trust Council in its day-to-day planning and decision making. It states that “the primary responsibility of the Islands Trust Council is to provide leadership for the preservation, protection and stewardship of the amenities, environment and resources of the Trust Area.” This suggests that “amenities” are considered distinct from “resources” (which are addressed in Part IV of the Policy Statement which contains policies for stewardship of resources).

- History and context

The introductory section of the Policy Statement speaks of a “unique combination of resources and amenities has attracted people to the Trust Area since the end of the Ice Age”. The previous paragraph describes these as follows:

“The Trust Area is a unique and special place -- a scenic archipelago of 13 major islands and more than 450 smaller islands. The Area is drier and warmer than most surrounding areas, and is rich in resources and cultural history. The Trust Area provides habitats for an exceptional variety of species: more than 200 types of migratory and resident birds, numerous species of fish and diverse marine and intertidal life, terrestrial wildlife and vegetation. Outstanding scenery and recreational resources include panoramic viewpoints, sheltered bays with warm sand or pebble beaches and protected marine waterways and anchorages that contribute to the Trust Areas beauty and appeal.” The items listed in this last sentence could thus be considered as “unique (natural) amenities”.

In looking at the challenge facing the Islands Trust, the Policy Statement says that “if the Area’s environment and unique character are to be preserved and protected, priorities must be defined

and management strategies established.” This suggests that “unique character” could be another way of describing “unique amenities.”

- **Sustainable Communities**

Part V of the Policy Statement contains policies that address the goal of sustaining island character and healthy communities. Two policies speak to growth and development being compatible with preservation and protection of “the environment, natural amenities, resources and community character”. This suggests that “natural amenities” and “community character” are components of the “unique amenities” of the Trust Area.

Court judgments

Paragraphs in two court judgments provide some insight into what might be meant by “amenities” in the context of the object of the Islands Trust

- **Appeal Court of British Columbia: MacMillan Bloedel Ltd v. Galiano Local Trust Committee**

The reasons for judgment in this case refer to an amendment to the Islands Trust Act (subsequently dropped) which spelled out the values of areas of special importance that could be regulated. These included “scenic value” and recreational potential”, which could be considered amenity values, and “natural or scientific interest” and “delicate ecological characteristics” which could be considered environmental values.

MacMillan Bloedel Ltd v. Galiano Local Trust Committee, 1995

[170] Subsection 12(d) of the 1977 Amendment provided further definition of the trust committees' powers with respect to land use. A provision was added which specifically gave special jurisdiction for protective zoning and subdivision by-laws or regulations to the general trustees in areas where a regional plan recognized special importance for “scenic value, recreational potential, natural or scientific interest, or delicate ecological characteristics. No parallel to this provision is found within the current Act.

- **Supreme Court of British Columbia: Costello v. Hornby Island Local Trust Committee**

In this case, the reasons for judgment noted that “visual amenity” is a valid objective for decision-making within the mandate to preserve and protect the amenities of the trust area.

Costello v. Hornby Island Local Trust Committee, 2009

[73] A DVP is discretionary, and permits consideration of extrinsic factors other than mandated in the Bylaw, such as visual impact of a building, to determine if a variance of the Bylaw is in the interests of the community as a whole. Maintaining the quality of residential neighbourhoods is included in the Islands Trust Policy Statement and in the Official Community Plan as an important consideration of visual amenity in rural residential zoned areas. It matters not who could see Ms. Costello’s over-height building, as the existence of a non-compliant building was a concern to the community as a whole, sight unseen. Although the Bylaw did not provide for regulation of the colour or appearance of the building, except for height, a DVP deals with a variance from a bylaw and visual impact associated with height, to ameliorate appearance, is within the mandate of the local trustees to preserve and protect the amenities of the Island, including rural neighbourhoods. It is fundamental to a municipal law regulatory

scheme that on a variance application extrinsic factors such as colour or appearance can be addressed.

Definitions of amenity

A general dictionary definition of an amenity is “a pleasant or useful feature”. The word can also be applied in the following three ways:

- Natural amenities, such as viewsapes and beaches that make a particular area pleasant and attractive to humans
- Developed amenities, such as parks, trails, community centres, playgrounds, etc that provide services to a neighbourhood
- Real estate amenities, such as swimming pool, landscaping, sauna, etc that enhance value and comfort on a particular property.

Conclusions

The phrase “unique amenity”, as included in the object of the Islands Trust, has never been spelled out explicitly. However, a sense of its meaning can be inferred, particularly from the Islands Trust Policy Statement. When references in the Policy Statement are looked at in combination, a picture emerges of the “unique amenities” of the Trust Area as being a variety of qualities and features (natural amenities) - such as outstanding scenery and recreational resources - combined with community character (or unique character). This picture is reinforced by what is learned from the court judgments. The context does not seem to suggest that “developed” amenities, except where these might contribute to “community character”, are being referred to in the object.

1.2.i. Policy

POLICY STATEMENT AMENDMENT POLICY

Trust Council: December, 1995

(Amended: March 6, 1998)

A: PURPOSE:

1. To outline the required steps for Trust Council to amend the Policy Statement Bylaw.

B: REFERENCES:

1. *Islands Trust Act*: Sections 15, 16, 22 and 27
2. Policy Statement Bylaw (No. 17)
3. Policy Manual: Policy Statement Implementation (1.3.i.)

C: POLICY:

1. REQUIREMENTS

- 1.1. The Policy Statement Bylaw may be amended by the Islands Trust Council with the approval of the Minister of Municipal Affairs.
- 1.2. Policy Statement Amendments will generally be processed over 2 regular Trust Council meetings unless a waiver of this requirement is approved by at least 2/3 of Trust Council members present at a meeting at which the vote and adoption takes place.
- 1.3. The Executive Committee is responsible for maintaining the Policy Statement Implementation Work Program.
- 1.4. The Executive Committee is responsible for preparing Policy Statement amendments at the direction of Trust Council.

2. PROPOSED AMENDMENTS

- 2.1. Trust Council through its quarterly review of the Policy Statement Implementation work program, will establish priority areas for Policy Statement topic reviews.
- 2.2. Trust Council upon reviewing the outcomes of a Policy Statement topic review may, by resolution, request that proposed policies be prepared for consideration as amendments to the Policy Statement Bylaw.

3. AMENDMENT PROCESS

- 3.1. Trust Council may establish a Trust Council meeting date to consolidate proposed policies to amend the Policy Statement Bylaw.
- 3.2. Trust Council, unless otherwise determined in accordance with clause 1.2., will give first reading to an Amendment Bylaw at one meeting; second and third reading at a subsequent meeting; and 4th reading at further regular meeting of Trust Council or by way of a resolution without meeting following approval by the Minister of Municipal Affairs.
- 3.3. Trust Council after first reading of the amendment bylaw will, by resolution, request that the amendments be referred to municipalities, regional districts, Provincial Government agencies or departments and Government of Canada agencies or departments having jurisdiction in the Trust Area.
- 3.4. Trust Council after first reading of the amendment bylaw will, by resolution, request that a public brief be prepared to enhance public awareness of the amendments through the media and local trust committees.
- 3.5. Trust Council, prior to 2nd and 3rd reading, will provide trustees with an opportunity to review input received from the corporate entities, trustees or staff of the Islands Trust, referral agencies and the public. The minimum referral period to other agencies will be 30 days unless otherwise waived by Trust Council (as per Clause 1.2.).
- 3.6. The Executive Committee or Trust Council may provide for persons or agencies, having input to the amendments to address Trust Council directly in accordance with the Meeting Procedures Bylaw of Trust Council.

1.3.i. Policy

POLICY STATEMENT IMPLEMENTATION

Trust Council: June 11, 1994

Amended: March 11, 1995; December 8, 2000; and June 16, 2005

A: PURPOSE:

1. To establish policy and procedures for statutory bylaw referrals and other implementation strategies in connection with the Islands Trust Policy Statement Bylaw No. 17.
2. To establish policy to implement and further develop the Islands Trust Policy Statement.

B: REFERENCES:

1. *The Islands Trust Act:*
 - 1.1 Part 2 Trust Council, Trust Policy Statement Section 15 (4) and Approval of Bylaws Section 16,
 - 1.2 Part 3 Executive Committee Section 22 Approval of Bylaws, and
 - 1.3 Part 4 Approval requirement for local trust committees Section 27
2. The Islands Trust Council Bylaw No. 17, A Bylaw to Adopt a Policy Statement for the Trust Area cited as “The Islands Trust Policy Statement Bylaw, 1993.
3. The Islands Trust Policy Manual:
 - 3.1 Policy Statement, Implementation Policies 1.3. ii. Topic Review Framework (Amended March 2005),
 - 3.2 Trust Council Executive Committee 2.4.iv. Executive Committee Legislative Role (June 1994), and
 - 3.3 Land Use Planning Bylaw Amendments 5.7.i. Bylaw Checklists (draft May 17, 2005)

C: INTERPRETATION:

1. The Islands Trust Policy Statement Bylaw includes three types of policies:
 - 1.1 Commitments of Trust Council state the position or philosophy of Trust Council on various matters. For this category of policy, several introductory phrases are used, for example, “Trust Council holds that ...”, “It is the position of Trust Council that ...”, and “It is Trust Council’s policy that”
 - 1.2 Directive Policies direct local trust committees and island municipalities to address certain matters in their official community plans and regulatory bylaws under Part 26 of the *Local Government Act*. Where a policy requires a local trust committee or island municipality to address a particular matter, the official community plans must contain policies that implement the policy stated by Trust Council, unless the plan sets out explicitly the reasons and justifications for local policies that do not implement that policy. Directive policies commence with the phrase “Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address”
 - 1.3 Recommendations of Trust Council serve as recommendations from Trust Council to government agencies, non-government organizations, property owners, residents, and visitors regarding decisions or actions that they might undertake in support of the Policy Statement and the Islands Trust object, and specify principles of guidance for protocol agreements between the Trust and other agencies. These policies begin with the phrase “Trust Council encourages”
2. The implementation of the Policy Statement Directive Policies is addressed under Section D.1. of this Policy.
3. The Commitments and Recommendations of Trust Council relate to other types of implementation strategies that are non-directive in that they merely provide suggestions and recommendations that may be related to land use bylaws or to other decisions and activities of the Islands Trust or other agencies. The implementation of these non-directive policies is addressed under Section D.2.
4. As interpreted by the courts, "contrary to or at variance with" means that there is an absolute and direct collision between the bylaw and the Policy Statement.

D: POLICY AND PROCEDURES:

1. STATUTORY BYLAW REFERRALS

Background

- 1.1 Local trust committees and island municipalities are required to submit bylaws to the Executive Committee for approval as follows:
 - a) Under Section 27 (1) of the *Islands Trust Act*, a local trust committee must submit its bylaws to the Executive Committee for approval before adoption.
 - b) Under Section 38 (1) of the *Islands Trust Act*, all island municipality bylaws adopting official community plans that apply to land in the trust area and all bylaws under Part 26 of the *Local Government Act* that apply to land in the trust area to which no official community plan applies must be submitted to the Executive Committee for approval before adoption.
- 1.2 Local trust committees and island municipality bylaws have no effect until they are approved as follows:
 - a) Under Section 27(2) of the *Islands Trust Act*, a bylaw of a local trust committee has no effect until it is approved by the Executive Committee or Trust Council.
 - b) Under Section 38(2) of the *Islands Trust Act*, an island municipality bylaw referred to under Section 38(1), has no effect until it is approved by the Executive Committee, Trust Council, or the Minister.
- 1.3 Under Section 15(4) of the *Islands Trust Act* a bylaw submitted to the Executive Committee by a local trust committee under Section 27(1), or an island municipality under Section 38(1), must not be approved by the Executive Committee, or Trust Council, if it is contrary to or at variance with the Islands Trust Policy Statement.
- 1.4 The Islands Trust Policy Statement require local trust committees in the official community plan and regulatory bylaws, and island municipalities under Section 38 (1) of the *Islands Trust Act* to address certain matters from the Policy Statement, or explicit reasons and justifications for not doing so. A bylaw will not be contrary to or at variance with the Policy Statement if it fails to include a particular policy or regulation, so long as the bylaw contains sufficient reason or justification for not doing so.
- 1.5 Where a proposed bylaw does not include a particular policy or regulation required by the Policy Statement and the bylaw sets out reasons for that, the

Appendix E – Policies relating to the Policy Statement

Executive Committee and Trust Council will assess the sufficiency of those reasons using such criteria as:

- a) whether the reasons are explicitly set out such that it is clear that the local trust committee directed its attention to the matter in question and made a considered decision not to include the policy or regulation.
- b) whether the reasons have to do with particular local circumstances that may not have been contemplated in the drafting of the Policy Statement.
- c) whether the reasons arise from the necessity of balancing two or more components of the Policy Statement that cannot be achieved simultaneously.
- d) whether existing planning studies or reports relied on by the local trust committee indicate that the Policy Statement is inapplicable in the circumstances.

Policy Statement Directive Policies Checklist

- 1.6 The primary responsibility for demonstrating that an official community plan or regulatory bylaw is not contrary to or at variance with the Islands Trust Policy Statement rests with each local trust committee, or island municipality.
- 1.7 The Policy Statement Directives Policies Checklist identifies the directives policies for each component of the Policy Statement that local trust committees and island municipalities are required to address in their bylaws. (Attachment I)
- 1.8 Staff will reference relevant sections of the Policy Statement in staff reports to the local trust committees and island municipalities. Staff may use the Directives Only Checklist to assess whether bylaw amendment applications in process and bylaws prior to first reading comply with the Policy Statement.
- 1.9 Planning staff will provide the local trust committees and island municipalities with a staff report that includes the proposed bylaw and the Directives Only Checklist to assess that a bylaw complies with the Policy Statement before submitting a bylaw to the Executive Committee.
- 1.10 Planning staff assigned to work with local trust committees, or island municipalities, will refer to the Policy Statement and Directives Only Checklist while developing official community plans and regulatory bylaws to ensure that the bylaws address the required matters. Staff will also make recommendations as to address the Policy Statement during the consideration of alternative policy and regulatory responses to particular issues in a local trust area.

Approval and Appeals

- 1.11 The Executive Committee will notify the local trust committee or island municipality staff of its decision as to whether to approve a bylaw within one month of receiving a submission including a completed Directives Only Checklist. Staff will then update the bylaw to show Executive Committee approval and submit it to the local trust committee or island municipality for adoption consideration. Where the decision is not to approve, the Executive Committee will advise the local trust committee, or island municipality of its reasons and of the nature of the changes that would be required to enable the Executive Committee to approve the bylaw.
- 1.12 On referral of a bylaw to Trust Council under Section .27(3) or 38(3) of the *Islands Trust Act*, the local trust committee, or island municipality, will provide to Trust Council the Directives Only Checklist, the advice of the Executive Committee that accompanied its refusal to approve the bylaw, and the local trust committee or island municipality reasons why the bylaw cannot be changed in the manner the Executive Committee indicated.
- 1.13 Trust Council will notify the local trust committee or island municipality staff of its decision as to whether or not Trust Council has approved a bylaw and will deliver a decision as soon as practicable after giving such notice. Where the decision is not to approve, Trust Council will advise the local trust committee, or island municipality, of its reasons and of the nature of the changes that would be required to enable Trust Council to approve the bylaw.

2. OTHER COMMITMENTS AND RECOMMENDATIONS OF COUNCIL

Background

- 2.1 The Policy Statement also contains policies which are non-directive in that they merely provide suggestions and recommendations that may be related to land use bylaws or to other decisions and activities of the Islands Trust or other agencies.

Policy Statement Commitments and Recommendations Checklists

- 2.2 To ensure consistency between the Policy Statement and the activities of the Islands Trust, Trust Council, the Executive Committee, Trust Fund Board, local trust committees and island municipalities, Trust staff will highlight activities that are consistent with the Policy Statement by referencing the Policy Statement and any relevant policy sections in meetings, staff reports, work programs, inter-agency agreements (including protocols, letters of understanding and memoranda of understanding) .and other agency referral responses.
- 2.3 The Policy Statement Council Commitments and Recommendations Checklist may be used by staff to refer to relevant sections of the Policy Statement. (Attachment II)

- 2.4 Islands Trust staff preparing recommendations or information for the Islands Trust entity concerned with the decision or activity in question will be responsible for referencing the Policy Statement and any relevant sections.
- 2.5 As inter-agency agreements are updated or created, Islands Trust staff will conduct a review of the Policy Statement and any relevant sections, including review of the Trust Council Commitments and Recommendations Checklist and, if appropriate, recommend amendments of those agreements, which contradict policies contained in the Policy Statement.

Communication and Advocacy Strategy

- 2.6 Island Trust will provide copies of the Policy Statement and amendments to departments and agencies of the Government of Canada, the Government of B.C., Regional Districts, non-governmental organizations having jurisdiction over or interests in any part of the Trust Area, and to other local governments having jurisdiction in the Howe Sound-Georgia Basin region.
- 2.7 The Executive Committee may convene a meeting with any department, agency, or organization for the purpose of introducing the Policy Statement and reviewing its applicability to and impact on a particular issue of interest to or area of jurisdiction of the department, agency, or organization.
- 2.8 Upon becoming aware of any decision or action affecting the Trust Area by any of the departments, agencies or organizations, whether contemplated or executed, the Executive Committee or Trust Council may, by whatever means it considers appropriate, communicate with the department, agency or organization with respect to the Policy Statement and the extent to which the decision or action either furthers or contradicts the Policy Statement.
- 2.9 Islands Trust will provide copies of the Policy Statement and amendments to all First Nations having Reserves or other interests within the Trust Area and to any Treaty Group or other organization with which such a First Nation is affiliated.
- 2.10 Copies of the Policy Statement and amendments to it will be made available to the island municipalities, property owners, residents, and visitors at the offices of the Islands Trust.

3. MAINTENANCE AND FURTHER DEVELOPMENT

- 3.1 Local trustees and staff may request Trust Area Services staff to clarify areas of understanding particular components of the Policy Statement. Requests for clarification will be reviewed by staff and may be in the annual Trust Programs Committee Topic Review Inventory for Council consideration.

Amendments

- 3.2 Amendment of the Policy Statement is subject to the same procedural requirements, including approval of the Minister, as the original adoption of the Policy Statement. Trust Council will establish a work program to amend the Policy Statement on a periodic basis.
- 3.3 Each local trust committee and the Trust Fund Board may propose in writing specific amendments to the Policy Statement, for consideration by the Trust Council.
- 3.4 All suggestions for amendment from all sources will be compiled for review by the Trust Programs Committee to recommend areas for amendments to Council via the Executive Committee.

Five Year Review

- 3.5 It is the objective of Trust Council to subject the Policy Statement to a periodic review every five years.
- 3.6 For the purposes of the review, Trust Council will consult with particular government agencies having jurisdiction over or interests in the Trust Area, and with members of the public throughout the Trust Area.

Monitoring Activities

- 3.7. The Trust Programs Committee will monitor the implementation of the Policy Statement in a report to Trust Council on a quarterly basis.
- 3.8. The Trust Programs Committee will monitor and report on the implementation of this policy to Council on an annual basis for inclusion in the Islands Trust Annual Report.

E: ATTACHMENTS:

ATTACHMENT I. - Directives Only Checklist - May 17, 2005

ATTACHMENT II. - Council Commitments and Recommendations Checklist - May 17, 2005



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No:

PURPOSE

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

POLICY STATEMENT

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

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

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

DIRECTIVES ONLY CHECK LIST

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

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

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

Part III Policies for Ecosystem Preservation and Protection

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

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

Appendix E – Policies relating to the Policy Statement

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.

Appendix E – Policies relating to the Policy Statement

	4.6	Soils and Other Resources
	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

Appendix E – Policies relating to the Policy Statement

CONSISTENT	NO.	DIRECTIVE POLICY
	5.5	Recreation
	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:



Islands Trust

POLICY STATEMENT **COUNCIL COMMITMENTS AND RECOMMENDATIONS CHECK LIST**

File No:

PURPOSE

Staff may use the Council Commitments and Recommendations Checklist to reference the Policy Statement and to ensure that Islands Trust actions and decisions are consistent with the Policy Statement.

POLICY STATEMENT

The Policy Statement (Consolidated April 2003) is comprised of several parts. Parts I and II, outline the purpose as well as the Islands Trust object and guiding principles. Parts II, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

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

- Directive Policies - policies that direct Local Trust Committees and island municipalities to address certain matters, and
- Commitments of Trust Council - statements about Trust Council's position or philosophy on various matters,
- Recommendations – recommendations to other government agencies, non-government organizations, property owners, residents and visitors.

POLICY STATEMENT CHECK LISTS

The Policy Statement Checklists, the Directives Only Checklist and the Council Commitments and Recommendations Checklist, are based on the statements and policies from the Policy Statement. Staff may use the Directives Only Checklist when preparing bylaws to ensure that certain matters are addressed. Staff may use the Council Commitments and Recommendations Checklist to review Islands Trust actions and decisions for their consistency with the Island Trust Policy Statement. Staff may mark whether or not the action or decision is consistent with the Policy Statement as follows:

- ✓ identifies that the referral is **CONSISTENT** with the policy from the Policy Statement.
- N/A** means the policy is not applicable to the referral
- ✗ identifies that the referral is **INCONSISTENT** (contrary or at variance) with the policy from the Policy Statement.

Part II ISLANDS TRUST OBJECT AND GUIDING PRINCIPLES

CONSISTENT	POLICY	POLICY
	Object	The <i>Islands Trust Act</i> provides the following definition of the purpose of the Islands Trust, which is referred to in the legislation as its “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, other persons and organizations and the government of British Columbia.”
		The Islands Trust has responsibility for conservation through land use planning and regulation and for leadership in stewardship — that is, voluntary, cooperative actions that nurture and take responsibility for the long-term integrity of the environment and amenities of the Trust Area. It is in this context that the word “stewardship” is used within this document. The Islands Trust seeks to integrate ecosystem preservation and protection, sustainable communities and stewardship of resources.
		The <i>Islands Trust Act</i> provides special legislation for preservation and protection of the Georgia Strait-Howe Sound geographic area and creates a conservation-oriented agency to work towards this objective. The object establishes the value of the Trust Area by identifying the need for preservation and protection of the Area. The following sections provide a fuller explanation of the key phrases in the legislated object of the Trust.
		“... to preserve and protect the Trust Area and its unique amenities and environment...” The area of jurisdiction of the Islands Trust is established by Schedule A of the <i>Islands Trust Act</i> . The Trust Area is valued and is unique, not because of any one quality or feature, but rather because of its particular combination of characteristics and location.
		“... for the benefit of the residents of the Trust Area and of British Columbia generally ...” The Islands Trust is responsible to the present and future residents of both the Trust Area and the Province of British Columbia. Their needs can only be met and sustained within the limitations of the natural environment and the island communities of the Trust Area. A balance must be established between the needs of all stakeholders.
		“... in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the Government of the Province ...” To achieve its object, the Islands Trust must be an educator, coordinator, and initiator, guiding individuals, organizations and other agencies in support of the object. While the Islands Trust can provide the necessary leadership, responsibility for stewardship of the Trust Area rests with many. Individuals, other government agencies, organizations, and the Province itself all have important roles to play. Cooperative actions are required of other agencies, organizations and individuals to ensure that activities are carried out in a manner that is sensitive to the needs of Trust Area ecosystems and island communities.
	Guiding Principles	The following principles, derived from the Islands Trust object and from input received from the public during public forums, will guide Trust Council in its day-to-day planning and decision-making.
		* The primary responsibility of the Islands Trust Council is to provide leadership for the preservation, protection and stewardship of the amenities, environment and resources of the Trust Area.

Appendix E – Policies relating to the Policy Statement

CONSISTENT	POLICY	POLICY
	Guiding Principles cont.	* When making decisions and exercising judgment, Trust Council will place priority on preserving and protecting the integrity of the environment and amenities in the Trust Area.
		* Trust Council will seek information from a broad range of sources in its decision-making processes, recognizing the importance of local knowledge in this regard.
		* Trust Council believes that to achieve the Islands Trust object, the rate and scale of growth and development in the Trust Area must be carefully managed and may require limitation.
		* Trust Council believes that open, consultative public participation is vital to effective decision making for the Trust Area.
		* Trust Council will implement a plan for the advancement of the Policy Statement as part of its annual budget process, and the Executive Committee of Trust Council will report to Council on progress in achieving the goals of the Policy Statement.

Part III ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT WITH POLICY	POLICY	POLICY
	3.1	Ecosystems
	3.1.1	Trust Council holds that: proactive land use planning is essential for the protection of Trust Area ecosystems, protection must be given to the natural processes, habitats and species of the Trust Area, including those of the old forests, Coastal Douglas-fir forests, Coastal Western Hemlock, Garry Oak/Arbutus forests, wetlands, open coastal grasslands, the vegetation of dry rocky areas, lakes, streams, estuaries, tidal flats, salt water marshes, drift sectors, lagoons, and kelp and eel grass beds, and planning must account for the cumulative effects of existing and proposed development to avoid detrimental effects on watersheds, groundwater supplies and Trust Area species and habitats.
	3.1.2	It is Trust Council's policy to work towards the establishment of a network of protected areas that preserves representative ecosystems in their natural state and in sufficient size and distribution to sustain their ecological integrity.
	3.1.6	Trust Council encourages all government agencies and non-government organizations to consider both monetary and non-monetary costs when making resource management and land use decisions.
	3.1.7	Trust Council encourages the Provincial government and the government of Washington State to proceed with their proposal for a joint environmental monitoring system for the Georgia Basin Region.
	3.1.8	Trust Council encourages the Provincial government to establish property tax incentives for conservation or habitat protection
	3.1.9	Trust Council encourages actions and programs of other government agencies which: place priority on the side of protection for Trust Area ecosystems when judgment must be exercised, protect the diversity of native species and habitats in the Trust Area, and prevent pollution of the air, land and fresh and marine waters of the Trust Area.
	3.1.10	Trust Council encourages the Provincial government to enforce standards for control of emissions polluting the air of the Trust Area.
CONSISTENT	POLICY	POLICY

Appendix E – Policies relating to the Policy Statement

	3.1.11	Trust Council encourages agents of the government of British Columbia or the government of Canada, Crown corporations, municipalities, regional districts, non-government organizations, property owners and occupiers to protect environmentally sensitive areas and significant natural sites, features and landforms through voluntary stewardship, conservation covenants and careful management
	3.2	Forest Ecosystems
	3.2.1	It is Trust Council's policy that: the Trust Area's forest ecosystems should be protected, and the remaining stands of relatively undisturbed Coastal Douglas-fir, Garry Oak and Arbutus forests should be preserved.
	3.2.3	Trust Council encourages government agencies, non-government organizations, property owners and occupiers to protect forested areas through voluntary conservation covenants and careful management.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
	3.3.1	Trust Council holds that: the freshwater wetlands, bodies of surface water, natural drainage patterns, water courses, fish-bearing streams, watershed and groundwater recharge areas of the Trust Area should be identified, protected and, where possible, restored or rehabilitated, and the natural wetlands of the Trust Area, including those in the Agricultural Land Reserve that have not been altered in the past for agriculture, should not be drained, filled or degraded.
	3.3.3	Trust Council encourages government agencies, non-government organizations, property owners and occupiers to protect freshwater bodies, water courses, wetlands, riparian zones and aquatic wildlife habitats through voluntary conservation covenants and careful management.
	3.4	Coastal and Marine Ecosystems
	3.4.1	It is the position of Trust Council that development should not be allowed within a line drawn 300 metres offshore or mid-channel (whichever is less) of any island or islet in the Trust Area owned entirely by the Crown or affected by Order in Council 467.
	3.4.2	It is Trust Council's policy that marine areas be protected and coastal zone management principles be defined in consultation with agents of the government of British Columbia, the government of Canada, Crown corporations, municipalities, regional districts, non-government organizations, property owners and occupiers.
	3.4.3	Trust Council holds that artificial reefs should not be developed in the Trust Area.
	3.4.6	Trust Council encourages the Provincial and Federal governments to develop existing and new programs, such as "harvest refugia", which protect and enhance the populations of native marine species of the Trust Area.
	3.4.7	Trust Council encourages the Provincial and Federal governments to research the impacts of the introduction of new marine species into the marine water of the Trust Area before such species are introduced
	3.4.8	Trust Council encourages the Federal and Provincial governments to develop and adopt legislation that regulates sewage discharge from shores and boats and addresses its detrimental impact on marine or coastal ecosystems.

PART IV: STEWARDSHIP OF RESOURCES

CONSISTENT	POLICY	POLICY
	4.1	Agricultural Land
	4.1.1	Trust Council recognizes that agriculture is a traditional and valuable activity in the Trust Area.
	4.1.2	Trust Council shall consult with the Ministry of Agriculture, Fisheries and Food and the British Columbia Land Reserve Commission to request that agriculture policies applied to the Trust Area are appropriate to the nature of agriculture within the Trust Area, including, but not limited to, the smaller island scale of agricultural activities.
	4.1.3	It is Trust Council's policy to encourage agricultural management practices that are compatible with sustaining wildlife habitat.
	4.1.10	Trust Council encourages the Ministry of Transportation to ensure that, where a road must sever agricultural land to provide access to lands beyond, the road is built to the minimum standard necessary to service that land.
	4.1.11	Trust Council encourages the British Columbia Land Reserve Commission to approve applications from property owners for inclusion of their land with potential for agriculture in the Provincial Agricultural Land Reserve.
	4.1.12	Trust Council encourages the Provincial government and the BC Assessment Authority to: retain a separate farm class to provide significant property tax incentives; ensure that the threshold for farm income necessary for farm class status is appropriate to agriculture within the Trust Area; and acknowledge that the total land area subject to the farm class may include land left uncultivated.
	4.2	Forests
	4.2.1	Trust Council recognizes that forestry is a traditional land use in the Trust Area, and supports sustainable forestry as an appropriate form of land use.
	4.2.2	It is the position of Trust Council that sustainable forestry depends on maintaining and, where necessary, restoring the ecological integrity of forests.
	4.2.3	It is the position of Trust Council that to achieve sustainable forestry, forest owners should undertake planning to address the integrity of forest ecosystems, including monitoring and evaluation to modify forestry plans and activities as needed.
	4.2.4	It is the position of Trust Council that forest cover is a representative characteristic of the Trust Islands and should be maintained.
	4.2.5	It is the position of Trust Council that the aesthetic value of forest land should be protected.
	4.2.9	Trust Council encourages the Provincial government to adopt mechanisms that will ensure full and meaningful participation of communities in decisions concerning the use of forest land.
	4.2.10	Trust Council encourages the Provincial government to implement education and extension programs to promote sustainable forestry and the protection of forest ecosystems.
	4.2.11	Trust Council encourages the Provincial government to adopt Provincial statutes and guidelines that establish forestry practices to protect the ecological integrity on a scale of forest stands and landscapes by maintaining and, where necessary, restoring: the diversity of forest structure and composition; the physical, chemical, and biotic diversity of soils; natural aquatic and wetland ecosystems; the full range of natural habitats in the forest landscape, including old growth; and connectivity of forest habitats sufficient for the dispersal needs of native species.
	4.2.12	Trust Council encourages the Provincial government to adopt Provincial statutes and guidelines that will reduce invasive non-native plant species in the forests.

Appendix E – Policies relating to the Policy Statement

CONSISTENT	POLICY	POLICY
	4.2.13	Trust Council encourages the Provincial government to designate forest ecosystem reserves, where no extraction will take place, to promote the preservation of native biological diversity.
	4.2.14	Trust Council encourages the Provincial government, prior to giving approval to cutting plans, to require the applicant identify those elements of the forest needed to maintain sustainable forest land use.
	4.2.15	Trust Council encourages the Provincial government to implement property tax incentives for the practice of sustainable forestry.
	4.2.16	Trust Council encourages the Provincial Ministry of Forests, when developing specific forest tenures, to assign to Trust Council or Trust Fund Board, the holding of areas not to be harvested.
	4.3	Wildlife and Vegetation
	4.3.1	Trust Council encourages Provincial and Federal government agencies to: regulate and monitor the harvesting of the fish, wildlife and vegetation of the Trust Area so as to protect populations and habitats, and consult with local trust committees, municipalities, the communities of the Trust Area and First Nations prior to decisions regarding regulation of hunting or harvesting of Area wildlife or vegetation.
	4.3.2	Trust Council encourages Provincial and Federal government agencies to protect, for public use, areas supporting naturally occurring shellfish populations and other marine life and to establish public shellfish reserves in the Trust Area.
	4.4	Freshwater Resources
	4.4.1	It is Trust Council's policy that islands in the Trust Area should be self-sufficient in regard to their supply of freshwater.
	4.4.4	Trust Council encourages island property owners, residents and visitors to adopt conservation practices in their use of freshwater.
	4.4.5	Trust Council encourages the Provincial government to implement property tax incentives for the retention of groundwater and watershed recharge areas and freshwater wetlands
	4.4.6	Trust Council encourages the Provincial government to adopt legislation which protects the sustainability and quality of the groundwater of the Trust Area.
	4.4.7	Trust Council encourages government agencies, corporations, property owners and residents to use innovative technologies which will permit more efficient use of the Trust Area's freshwater resources, including: cisterns, alternative sewage disposal systems, reuse of water, the treatment and use of grey water, and the use of water saving devices.
	4.5	Coastal Areas and Marine Shorelands
	4.5.1	It is Trust Council's policy that aquaculture is a valuable activity in the Trust Area if compatible with maintenance of the Trust Area's ecosystems and community character.
	4.5.2	Trust Council holds that finfish farms should not be located in the marine waters of the Trust Area.
	4.5.3	It is the position of Trust Council that development, activity, buildings or structures should not result in a loss of significant marine or coastal habitat, or interfere with natural coastal processes
	4.5.4	It is the position of Trust Council that development, activity, buildings or structures should not restrict public access to, from or along the marine shoreline.

Appendix E – Policies relating to the Policy Statement

CONSISTENT	POLICY	POLICY
	4.5.5	It is Trust Council's policy that development should be directed to sites away from: areas of environmental sensitivity, and areas of naturally occurring stocks of clams or oysters.
	4.5.6	It is Trust Council's policy that aquaculture should be directed to sites away from: areas of recreational significance, areas where an aquaculture operation would conflict with established or designated upland land uses, and areas where an aquaculture operation would conflict with established or designated anchorage or moorage.
	4.5.7	It is the position of Trust Council that aquaculture related development, activity, buildings or structures should not result in site alteration.
	4.6	Soils and Other Resources
	4.6.1	Trust Council holds that there should be no extraction of the peat, metals, minerals, coal or petroleum resources of the Trust Area.
	4.6.2	Trust Council holds that there should be no extraction of aggregate from the foreshore or the sea floor of the Trust Area.

PART V: SUSTAINABLE COMMUNITIES

CONSISTENT	POLICY	POLICY
	5.1	Aesthetic Qualities
	5.1.1	Trust Council holds that the overall visual quality of the Trust Area and its scenic values should be protected from disturbance, particularly those areas that have distinctive features or are highly visible.
	5.1.2	It is Trust Council's policy that the intensity of noise and lighting in and through the Trust Area should be compatible with community character.
	5.1.4	Trust Council encourages property owners, residents and visitors to reduce the burning of wood and fossil fuels by adopting alternative or innovative technologies.
	5.2	Growth and Development
	5.2.1	Trust Council holds that growth and development in the Trust Area should be compatible with preservation and protection of the environment, natural amenities, resources and community character.
	5.2.2	Trust Council holds that tree cover on the islands is of great importance and should be preserved.
	5.3	Transportation and Utilities
	5.3.1	Trust Council holds that local trust committees and island municipalities should be consulted and involved in the decision-making process regarding provision of utilities, transportation services or facilities that might affect land use in their local planning areas.
	5.3.2	It is Trust Council's policy that no island in the Trust Area should be connected to Vancouver Island, the mainland or another island by a bridge or tunnel, notwithstanding the existing bridge between North and South Pender Islands.

Appendix E – Policies relating to the Policy Statement

CONSISTENT	POLICY	POLICY
	5.3.8	Trust Council encourages Provincial and Federal agencies to ensure safe shipment of materials hazardous to the environment.
	5.3.9	Trust Council encourages the Ministry of Transportation and local communities to work together through a public consultation process to evaluate and modify road construction and road system proposals to encompass the environmental, economic and social values of the community.
	5.4	Disposal of Waste
	5.4.1	It is Trust Council's policy that the safe disposal in the Trust Area of waste originating in the Trust Area is acceptable.
	5.4.2	It is Trust Council's policy that neither hazardous nor industrial waste should be disposed of in the Trust Area, local recycling operations should be established, and local programs for chipping of wood waste and disposal of hazardous wastes should be established.
	5.4.3	It is Trust Council's policy that there should be a reduction in the burning of solid waste in the Trust Area.
	5.4.5	Trust Council encourages government agencies, corporations, property owners and residents to use innovative technologies and safe alternatives for disposal of sewage effluent.
	5.5	Recreation
	5.5.1	It is Trust Council's policy that recreational activities in the Trust Area should be compatible with preservation and protection of the environment, natural amenities, resources and community character.
	5.5.2	Trust Council holds that destination gaming facilities such as casinos and commercial bingo halls are not appropriate to and should not be located in the Trust Area.
	5.6	Cultural and Natural Heritage
	5.6.1	Trust Council holds that the natural and human heritage of the Trust Area — that is the areas and property of natural, historic, cultural, aesthetic, educational or scientific heritage value or character — should be identified, preserved, protected and enhanced.
	5.7	Economic Opportunities
	5.7.1	Trust Council holds that economic opportunities should be compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
	5.8.1	Trust Council holds that public participation should be part of the decision-making processes of all levels of government.
	5.8.2	It is the position of Trust Council that local trust committees and island municipalities should, in establishing their official community plans and regulatory bylaws, provide opportunities for public input.
	5.8.3	Trust Council holds that island communities within the Trust Area are themselves best able to determine the most effective local government structure to support their local autonomy and specific community needs within the object of the Islands Trust
	5.8.4	Trust Council holds that island municipalities shall, in all of their actions have regard for the Trust Policy Statement and the object of the Islands Trust.

Appendix E – Policies relating to the Policy Statement

	5.8.5	It is the position of Trust Council that the development and maintenance of healthy communities in the Trust Area through the process described in the Provincial Ministry of Health's "Healthy Communities Program" should be encouraged.
	5.8.7	Trust Council encourages Provincial, Federal and local governments to provide information and databases to local trust committees and communities to assist them in land use planning.
	5.8.8	Trust Council encourages government agencies, corporations, property owners, residents and visitors to use renewable sources of energy within the Trust Area.

POLICY STATEMENT COMPLIANCE	
	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

1.3.ii. Procedure

POLICY STATEMENT TOPIC REVIEW FRAMEWORK

Trust Council: June 11, 1994
Amended: September 15, 1995; March 10, 2005

A: PURPOSE:

1. To provide a framework to maintain an inventory of Policy Statement topic areas for review and to determine the priority topic areas for attention through Trust Council.

B: REFERENCES:

1. *Islands Trust Act*: Section 15
2. Policy Statement Bylaw (No. 17) 1993
3. Policy Manual:
 - 3.1. Policy Statement Implementation (1.3.i.)
 - 3.2. Policy Statement Bylaw (1.2.)

C: BACKGROUND:

1. The Trust Programs Committee (TPC) will complete an Annual Policy Statement Report that includes a Policy Statement Topic Review Inventory.
2. The Trust Programs Committee will maintain a Policy Statement Topic Review Inventory that will include the review topics, brief descriptions, and the source of the suggested topics.

D: PROCEDURE:

1. MAINTAINING THE INVENTORY

- 1.1. The Trust Programs Committee will maintain an inventory of suggested policy statement topics for review as identified through the following:
 - i. requests from external agencies or the public,
 - ii. other policy or legislative initiatives of the Islands Trust, the province or other government agencies, and
 - iii. requests from staff, trust bodies, or trustees of the Islands Trust.

2. TRUST PROGRAMS COMMITTEE RECOMMENDATIONS

- 2.1. The Trust Programs Committee will prepare a Policy Statement Topic Review Inventory by September of each year.
- 2.2. The Trust Programs Committee will make suggestions for policy statement topics review to Trust Council, the Trust Fund Board, local trust committees, and staff by October of each year.
- 2.3. The Trust Programs Committee will make priority topic recommendations to Trust Council from the Topic Review Inventory in November of each year.

3. TRUST COUNCIL CONSIDERATION

- 3.1. Trust Council will establish the annual priority of the specific topics for review by resolution in December of each year.
- 3.2. The priority Policy Statement review topics will be those items approved by Trust Council as part of Trust Council's work program or the work program of a trust body.

4. REVIEW TOPIC IMPLEMENTATION

- 4.1. The Trust Programs Committee will forward resource requirements requests, as required, for all priority Policy Statement review topics to Trust Council within the annual budget process.
- 4.2. The Trust Programs Committee will recommend adjustments to the priority Policy Statement review topics as required based on resource allocations from the annual budget, emerging issues and topic review completions.
- 4.3. The Trust Programs Committee will provide guidelines for priority Policy Statement topic reviews relative to agency referral, internal processing, and Policy Statement Bylaw amendment requirements.

5. ANNUAL POLICY STATEMENT REPORT

- 5.1. The Trust Programs Committee will forward an Annual Policy Statement Report that includes the recommended priority review topics from the Topic Review Inventory to Trust Council in December of each year.

General Comments

The last three months focus has been on recruiting to fill vacancies in Local Planning Services. As of writing, all vacancies are filled, with the exception of the new Island Planner position on Salt Spring Island. This position was created by converting a Planner 2 position to Island Planner. The Planner 2 position was vacated and we ran a competition for an Island Planner. That competition was unsuccessful. We are considering our options in the short-term with the long term goal to fill the position as soon as possible.

A lot of background work has been undertaken to address Council Climate Emergency resolution. This includes development of the Request for Decisions that are on this council's agenda. We have also been working with the Ministry of Forests, lands, Natural Resource Operations and Rural Development (FLNRORD) to address the concerns raised around the Aquifer Vulnerability to Salt Water Intrusion mapping that FLNRORD has been using to determine where development should not be increased. We expect that the mapping methodology will be modified, with input from the Islands Trust Senior Freshwater Specialist, and applied to the remaining Islands Trust Area, and redone for the Southern islands.

Several local trust committees (North Pender, Galiano, South Pender, Saturna, and Mayne) have initiated a project to undertake aquifer water balance mapping that can then be used to inform appropriate land use, density and intensity, in specific aquifers. The work for all local trust committees is proposed to be undertaken as a single project. Funding for the project will come from the Local Trust Committee projects fund. As the combined amount required for the project will be more than \$20,000, the Executive Committee will be asked to approve the funding request.

The Province has released guidelines for setbacks from the sea to mitigate sea-level rise caused by Climate Change. The Local Planning Committee received a request from the Gambier Island Local Trust Committee for the Local Planning Committee to undertake a review and develop regulations for meeting the provincial guidelines in the Trust Area. The Local Planning Committee also received a summary report of the Sea Level Rise workshops undertaken in the Islands Trust Area with Living Oceans Society; this report also recommended that official community plans and land use bylaw be updated to reflect the Provincial guidelines on setbacks from the sea. This has been included in the draft Strategic Plan for consideration.

Official Community Plan/Land Use Bylaw Review Status

The following official community plans are under review:

- Lasqueti OCP / LUB Review project has been initiated. The LTC is currently developing a community engagement plan.
- Gambier OCP Review is on hold pending completion of the Gambier Island *Riparian Areas Regulation* Implementation project.

Policy Planning

Policy planning includes all of the proactive planning work being undertaken by the local trust committees and Local Planning Committee. Currently there are 40 policy projects underway.

The local planning committee has asked Staff to draft a Project Charter for the strategic review of the local trust committee applications fees. This will be provided to the Local Planning Committee in August 2019. Further work of the Local Planning Committee will be based on the upcoming Strategic Plan.

Throughout the 13 local trust committees, there are 38 top priorities. These are listed in detail on the Top Priorities Chart in the Trust Council Agenda.

Current Planning

Current planning includes processing of all of the applications and referrals received by local trust committees. In the last three months, we have received 104 new application, 76 of which are building permit, Crown land or other such referrals. Staff received four new rezoning applications, six development permit applications, nine Temporary Use Permit applications, two Agricultural Land Reserve applications and one each of a Board of Variance, Heritage Alteration Permit, and Subdivision referral. In total including applications opened prior to March 1, 2019, there are 201 open applications.

Freshwater

Over the past three months, the Senior Freshwater Specialist is completing the Salt Spring Island Community Aquifer Recharge Areas project and been on working with the Provincial staff with respect to aquifer vulnerability to Salt Water Intrusion Risk mapping. Major projects included developing a work plan for the Southern Gulf Islands Groundwater Sustainability Strategy project including identifying aquifer recharge areas, seasonal aquifer water budgets, and freshwater policy review for the five southern region local trust areas, freshwater sustainability strategies for Lasqueti Island, groundwater quality initiatives on Hornby Island, and carrying on data collection of the Salt Spring Island Groundwater Monitoring Pilot project funded in part by REFBC.

Top Priorities Report

Local Planning Committee

1. *DAI Model Bylaws*

CURRENT: Provide LPC with latest DAI Bylaw
PLANNED: To be determined

Responsible

David Marlor

Dates

Rec'd: 06-Feb-2019
 Target: 23-May-2019

2. *LTC Model Fees Bylaw*

CURRENT: Provide LPC with background information from previous work done on fees
PLANNED: To be Determined

Responsible

David Marlor

Dates

Rec'd: 06-Feb-2019
 Target: 23-May-2019



Projects Report

Local Planning Committee

1. <i>Letter of Agreement with the Ministry of Transportation and Infrastructure - including discussion</i>	Responsible	Date Received
Staff working with the MOTI to address the Letter of Agreement; next meeting planned for May 17, 2016. Local Planning Committee is monitoring the process.		03-Mar-2016

2. <i>Alternative Ways of Measuring Density</i>	Responsible	Date Received
Bring forward a thorough analysis of alternative ways of measuring density and how to manage any corresponding impacts before consideration of requesting model bylaws be developed for local trust committees.		25-Aug-2016

3. <i>Appropriate Economic Development</i>	Responsible	Date Received
To be determined by the Local Planning Committee		18-Nov-2016

4. <i>Develop tool kit to assist LTCs and island municipalities to reduce ecological footprint.</i>	Responsible	Date Received
Trust Council - strategic plan		17-Aug-2017

5. <i>Shoreline Marine Planning</i>	Responsible	Date Received
Trust Council - Strategic Plan Item		09-Nov-2017
Conduct a working group session to brainstorm possible directions.		

To:	Trust Council	For the Meeting of:	June 18, 2019
From:	Executive Committee	Date Prepared:	May 29, 2019
SUBJECT:	Interpretation of Islands Trust Policy Statement Policy 4.4.2		

PURPOSE: To provide information on Executive Committee interpretation of Islands Trust Policy Statement Policy 4.4.2 in relation to development relying solely on rainwater catchment for potable water.

BACKGROUND:

At its regular March 2019 business meeting, the Islands Trust Council passed the following resolution:

That Trust Council refer to the Executive Committee, for investigation and report back to Trust Council, the following question - do the provisions of section 4.4.2 of the Trust Policy Statement preclude the approval of developments in which the supply of potable water is solely from rainwater catchment and storage?

Section 4.4.2 of the Islands Trust Policy Statement is as follows:

Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure:

- neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater,*
- water quality is maintained, and*
- existing, anticipated and seasonal demands for water are considered and allowed for.*

The request from Trust Council is a result of discussion on Denman Island in relation to an affordable housing development proposal in an area that is unable to provide sufficient groundwater to serve the development. The proposal relies on rainwater catchment to supply the development with potable water.

Rainwater Catchment

In regards to rainwater catchment, the Drinking Water Protection Act does not recognize rainwater catchment as a source of potable water for multi-unit residential or non-domestic systems; the Health Authority (or Ministry of Health for large systems) will not approve development relying solely on rainwater catchment; and where building permits are issued, a building permit would not be issued for a multi-unit residential or non-domestic development relying solely on rainwater catchment. The authorities might consider allowing rainwater catchment to supply potable water in a development, but that development would require proof of the potential to connect to an approved water supply (either a community water system, surface water or groundwater resource).

In the Islands Trust Area, the Provincial Approving Officer is responsible for approval of subdivisions. Each subdivision requires proof of potable water. Where the local trust committee has a bylaw requiring proof of potable water regulations, the Provincial Approving Officer defers to the local trust committee in determining quantity and quality. Where local trust committees do not have subdivision potable water regulations, the Provincial Approving Officer, under Section 86 of the *Land Title Act*, has discretion to require proof of potable water for each new lot. The amount of water usually required is 2500 litres per day per lot. The current

Provincial Approving Officer has indicated that she would likely not approve rainwater catchment (alone) to meet this requirement.

Staff Interpretation of Policy 4.4.2

Interpretation of Policy 4.4.2, like every policy in the Islands Trust Policy Statement, should be taken on the merits of specific bylaws and circumstances. While the Islands Trust Policy Statement policies are owned by Islands Trust political bodies, they are interpreted by staff when making recommendations. This interpretation is based on planning knowledge as well as scientific knowledge provided by experts in the field. With regard to Policy 4.4.2 Islands Trust currently does not have adequate internal information to base metrics on in determining whether or not there is an issue with water quality and quantity.

During any bylaw process, staff undertake referrals and discussions with other agencies, and use the responses (in addition to professional reports supplied by applicants) to gauge the proposed development against specific Islands Trust Policy Statement policies; Staff use this information to determine appropriate measures to address the policies if needed.

Currently rainwater is not an approved potable water supply by the regulators and therefore a scenario where multi-unit residential or non-domestic development will be able to rely solely on rainwater catchment does not have associated policies and regulations in the absence of an approved potable water supply. For this reason, Staff would consider that a development obtaining potable water from rainwater catchment would still require potable surface water or groundwater as a backup water supply (unless there is potential to connect to a municipal water system); in the absence of an approved back-up water supply, the development would not be consistent with Policy 4.4.2.

In response to Trust Council's Climate Change Emergency Declaration, when providing advice, Staff will take a precautionary approach and recommend no developments requiring rainwater or intensive groundwater occur in areas where water quality or quantity issues exist. Staff currently do not have the appropriate tools to understand the influences of climate change on water resources. This is a top priority of the Senior Freshwater Specialist work program but it will take time to complete the research and develop new policies.

When considering the Islands Trust Policy Statement in development applications, Staff provide advice to the local trust committees on how to address the policy requirements using a directive policies checklist. The local trust committee will adopt a resolution indicating that it believes that the bylaw is not contrary to or at variance with the Islands Trust Policy Statement. This information is forwarded to the Executive Committee for their review of how the local trust committee addressed the Islands Trust Policy Statement directive policies.

Local Trust Committee and Executive Committee

In making its determination on how to address the Islands Trust Policy Statement directive policies in their official community plans, local trust committees (LTC) have unfettered decision authority; the LTCs may choose to follow staff advice or may choose a different means to address the policy.

In making its determination on whether or not a bylaw is contrary to or at variance with the Islands Trust Policy Statement, the Executive Committee has unfettered decision authority; the Executive Committee may choose to follow staff advice, concur with the decision of the local trust committee or choose a different approach.

ATTACHMENT(S):

1. None

FOLLOW-UP:

As directed by Trust Council.

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By/Date: Executive Committee/June 5, 2019

BRIEFING

To: Trust Council **For the Meeting of:** June 18, 2019

From: David Marlor, Director, Local Planning Services **Date Prepared:** May 30, 2019

SUBJECT: **Climate Change Emergency Declaration – Local Planning Tools for Mitigation and Adaptation**

PURPOSE:

To provide an initial approach in response to Trust Council’s Climate Change Emergency Declaration in respect to local planning tools to address climate change.

BACKGROUND:

At its regular business meeting in March 2019, Trust Council declared a Climate Change Emergency. As part of that declaration, Trust Council requested that staff:

“report back to June 2019 Trust Council meeting on measures and land use planning actions that the Islands Trust can take to advance progress towards Local Trust Committee climate reduction targets and achieve further reductions in carbon from Trust operations”.

This briefing focuses on land use planning actions that the local trust committees and Bowen Island Municipality could take to advance progress towards greenhouse gas reduction targets and to adapt to the effects of climate change.

Following the implementation of new mandatory requirements for official community plans to include targets and policies for greenhouse gas reductions, all local trust committees and Bowen Island Municipality amended their official community plans to include those targets and policies.

The following table includes a summary of the targets established by each local trust committee and Bowen Island Municipality in their official community plans. Each local trust committee and Bowen Island Municipality also adopted related policies on how to achieve those targets.

Local Trust Committee/Island Municipality	Reduction By 2015	Reduction By 2020	Reduction By 2050	Notes
Bowen Island Municipality	-	33%	80%	Reduction over 2007 emissions
Ballenas-Winchelsea	-	50%	50%	Below per Canadian per capita for 2020/2050
Gabriola	-	33%	85%	Reduction over 2007 emissions

• Mudge	-	50%	50%	Below per Canadian per capita for 2020/2050
• DeCourcy	-	50%	50%	Below per Canadian per capita for 2020/2050
Galiano	-	33%	-	Reduction over 2007 emissions
Gambier	-	33%	85%	Reduction over 2007 emissions
• Associated	-	20%	85%	Reduction over 2007 emissions
• Keats	-	33%	85%	Reduction over 2007 emissions
Denman	-	33%	85%	Reduction over 2007 emissions
Hornby	-	25%	80%	Reduction over 2007 emissions
Lasqueti	-	50%	50%	Below per Canadian per capita for 2020/2050
Mayne	-	33%	-	Reduction over 2007 emissions
North Pender	-	33%	-	Reduction over 2007 emissions
• Associated	-	50%	50%	Below per Canadian per capita for 2020/2050
Saturna	-	33%	-	Reduction over 2007 emissions
SSI	15%	40%	85%	Reduction over 2007 emissions
• Piers	-	-	-	Bylaw is not compliant
South Pender	-	33%	-	Reduction over 2007 emissions
Thetis	-	33%	85%	Reduction over 2007 emissions
Associated	-	-	-	Bylaw contains no targets
Valdes	-	50%	50%	Below per Canadian per capita for 2020/2050

A. Local Planning Actions Since 2010

Since 2010, planning Staff regularly include consideration of climate change mitigation and adaptation in staff reports on planning applications and projects. As a result, all planning decisions by local trust committees over the past eight years have included a climate change lens. In addition to this, local trust committees adopted specific policies in their official community plans related to climate change mitigation and adaptation. Many of these policies have been implemented through land use bylaw amendments. A list of these implemented policies is included in Appendix 1.

Appendix 2 lists the official community plan policies that have not yet been implemented in the land use bylaws.

The remainder of this briefing provides information on land use planning actions that can be undertaken in relation to climate change. Section B addresses actions related to climate change mitigation and Section C addresses actions related to climate change adaptation.

B. Climate Change Mitigation Tools

Climate change mitigation involves actions that reduce greenhouse gas emissions (GHGs). In the local trust areas the main source of GHGs is combustion from transportation and combustion from heating and cooling buildings. Therefore, any policies and regulations that reduce the need for transportation, or reduce the need for heating or cooling of buildings will help in reducing GHGs.

The Province committed to providing the Community Energy and Emissions Inventory (CEEI) for local governments. For the Islands Trust area there is very little data available. The only metric is residential heating using wood, propane or oil (and this is withheld for Lasqueti and Gambier LTAs). There are no metrics available for transportation or any other source of GHG emissions. The last year CEEI reports were undertaken was 2012. As a result we currently do not have metrics to measure progress towards targets in OCPs. Bowen Island Municipality has Community Energy and Emission Inventories (starting on page 40 of this linked document <https://bowenisland.civicweb.net/document/118760>).

Local trust committees and Bowen Island Municipality have the following tools available to them to reduce GHGs:

- **GHG Reduction Targets** - Section 473 of the *Local Government Act* – required content for official community plans, inclusion of targets and policies with respect to reducing greenhouse gas emissions.
- **Zoning Authority** – Section 479 of the *Local Government Act*.
- **Development Permit Area to Promote Energy Conservation** – Section 488(1)(h) of the *Local Government Act*.
- **Development Permit Area to Promote the Reduction of Greenhouse Gas Emissions** - Section 488(1)(j) of the *Local Government Act*.

Local trust committees and Bowen Island Municipality could undertake the following to mitigate climate change.

1. **Enact existing Official Community Plan policies** for the mitigation of climate change that are already in the official community plans but have not yet been acted on (Appendix 2 contains a list of these policies).
2. **Update official community plans** to ensure the mandatory GHG reduction targets and policies are relevant and up to date; Galiano Island, Mayne Island, North Pender Island, South Pender Island and Saturna Island local trust committees have targets for GHG reduction set for 2020 with no targets for any future dates, and as such those targets will be out of date next year. The Salt Spring Island Local Trust Committee has not adopted any targets or policies for the Piers Island OCP. The Thetis Associated Islands OCP contains objectives and policies but no targets. While the Islands Trust has very limited metrics to measure progress, the requirement to have targets and policies in official community plans is mandatory under s. 473 of the *Local Government Act*. These official community plans should be updated within the next year to ensure they remain compliant with required content for an official community plan, and to address targets and policies for GHG reduction. Other local trust committees should review their targets and policies for relevance to current conditions.
3. **Use the zoning authority under s. 479 of the *Local Government Act* to cluster development** and move away from large lots to small compact "villages". This can be accomplished through OCP policies to require this kind of development, rezoning appropriately by increasing density in appropriate locations and reducing in other locations and density transfer to move density to appropriate areas. Some local trust committees already have some form of this in their OCPs. Salt Spring and Gabriola have density transfer that has seen some significant land use changes. While these were not specifically created to address climate change mitigation, they can be

effective in changing the land use pattern to one that is more sustainable and reduces the need for transportation.

5. **Use the climate change development permit areas to reduce the heating and cooling requirements for buildings.** To improve building energy efficiency, land use planning can require landscaping and orientation of buildings in a way to maximize sun in winter and shade in summer. This would be done through a development permit area (DPA), with the justification and objectives in the Official Community Plan and the guidelines in the Land Use Bylaw. Local trust committees and Bowen Island Municipality may use DPAs to reduce GHG emissions and for energy conservation under s. 488 of the *Local Government Act*. Using these DPAs, local trust committees and Bowen Island Municipality may establish guidelines around landscaping, siting of buildings and structures, form and exterior design of buildings and structures, machinery, equipment and systems external to buildings or structures. The DPA may also place restrictions on type and placement of trees and other vegetation in proximity to buildings and structures to provide for energy conservation and reduction of GHGs.

C. Climate Change Adaptation Tools:

Climate change adaptation involves adapting communities to the anticipated effects of climate change. In the Islands Trust area, these effects include sea-level rise, longer periods of drought, more intense storm events, wildfires, warmer summers and warmer winters, and ecosystem changes which may impact plant and animal species.

Local trust committees and Bowen Island Municipality have the following tools available to them to adapt to climate change:

- **Zoning Authority** - Section 479 of the *Local Government Act*.
- **Runoff Control Bylaw** - Section 523 of the *Local Government Act*.
- **Development Permit Area to Protect Development from Hazardous Conditions** – Section 488(1)(b) of the *Local Government Act*.
- **Development Permit Area to Promote Energy Conservation** - Section 488(1)(h) of the *Local Government Act*.
- **Development Permit Area to Promote Water Conservation** – Section 488(1)(i) of the *Local Government Act*.

Local trust committees and Bowen Island Municipality could undertake the following to adapt their communities to the effects of climate change:

1. **Sea Level Rise Adaptation Tools**

The Provincial government has established an expected sea-level rise in the Victoria area of 3.1 cm/50 years.

The Provincial (Subdivision) Approving Officer is currently requiring at time of subdivision a covenant for a 15 metres setback and 1.5 metres above the current high high water mark for any buildings or structures. This approach by the Provincial Approving Officer is a broad-brush approach to adapting to climate change and does not consider site specific conditions. Before initiating adaptation measures local trust committees and Bowen Island Municipality should have an understanding of the local situation.

- a) **Undertake mapping of sea-level rise** on the islands to provide information to assist with developing policies and regulations to adapt to sea-level rise.
- b) **Enact zoning regulations under s.479 of the *Local Government Act* and flood level regulations under s. 524 of the *Local Government Act*.** Using these provisions, local trust committees and Bowen Island Municipality may enact regulations to require setbacks for

buildings and structures from the future anticipated natural boundary of the sea, as well as establish a minimum elevation for buildings and structures above the anticipated future elevation of the sea. Local trust committees and Bowen Island Municipality could make exceptions for structures that are designed to be moved (not on permanent foundation). Notwithstanding, the Provincial Approving Officer will continue to have independent authority to establish different requirements.

2. **Longer Periods of Drought Adaptation Tools**

Islands Trust Staff currently has little information on groundwater such as the effects of climate change on recharge and capacity of the aquifers to provide water. Research and mapping of aquifers would allow local trust committees to develop policies and regulations that reflect the capacity of the aquifers including anticipated climate change effects. Water storage and alternative water supplies could be considered. Means to reduce water consumption includes using development permit areas for water conservation, requiring drought tolerant planting, and requiring features to reduce water use.

- a) **Undertake research and mapping of aquifers, develop water consumption budgets, and identify salt water intrusion risks**, based on expected climate change effects. This work would then inform the land use planning for future development on the islands. This work is already underway for some islands, and staff is working with the Ministry of Forest, Lands, Natural Resource Operations and Rural Development to undertake a robust salt water intrusion risk assessment and mapping for the Islands Trust area.
- b) **Update policies and regulations to align their development potential** – through land use and density provisions – with the anticipated capacity of the aquifers.
- c) **Use the climate change development permit areas under s. 488 of the *Local Government Act* to promote water conservation.** Local trust committees and Bowen Island Municipality could establish goals, objectives and guidelines related to landscaping; siting of buildings and structures; form of exterior design of buildings and structures; specific features in the development; and machinery, equipment and systems external to buildings and structures to promote water conservation. The guidelines may restrict the type and placement of trees and other vegetation in proximity to buildings and structures in order to provide for water conservation.

4. **More Intense Storms Adaptation Tools**

Climate change is expected to result in more intense storm events, with higher winds and heavier rain than in the past.

- a) **Develop runoff control bylaws** under s. 523 to deal with anticipated flood and runoff from storm events.
- b) **Establish development permit areas for the protection of development from hazard conditions** under s. 488 of the *Local Government Act*. Under this development permit area, local trust committees and Bowen Island Municipality could establish areas subject to flooding and require they remain free from development except development may be permitted in accordance with the guidelines. These requirements may vary use and density but only as it relates to health, safety or protection of property from damage. The legislation also allows the local trust committee and Bowen Island Municipality to require a professional report at the applicant's expense to help with determining appropriate development permit conditions.

5. **Wildfire Adaptation Tools**

As climate change results in hotter and longer dryer periods during the summer months, the risk of wildfires on the islands increases. Most islands have a wildfire plan prepared by the fire district or regional district.

- a) **Establish development permit areas for the protection of development from hazard conditions** under s. 488 of the *Local Government Act*. Under this development permit area, local trust committees and Bowen Island Municipality could establish areas at risk to wildfires and include requirements respecting the character of development, including landscaping, and the siting, form, exterior design and finish of buildings and other structures, and establish restrictions on the type and placement of trees and other vegetation in proximity to the development. These requirements may vary use and density but only as it relates to health, safety or protection of property from damage. The legislation also allows the local trust committee and Bowen Island Municipality to require a professional report at the applicant's expense to help with determining appropriate development permit conditions.

6. **Warmer Summers and Warmer Winters Adaptation Tools**

Climate change is expected to lead to our summers and winters becoming warmer.

- a) **Establish development permit areas for energy conservation** under s. 488 of the *Local Government Act* to require that the exterior form and design of buildings, and other specific features of the development, reduce the need for energy in summer and winter. Local trust committees and Bowen Island Municipality could establish goals, objective and guidelines related to landscaping; siting of buildings and structures; form of exterior design of buildings and structures; specific features in the development; and machinery, equipment and systems external to buildings and structures to promote energy conservation. The guidelines may restrict the type and placement of trees and other vegetation in proximity to buildings and structures in order to provide for energy conservation.

ATTACHMENTS:

1. Summary of Local Trust Committee OCP climate change policies already implemented
2. Summary of Local Trust Committee OCP climate change policies not yet implemented

FOLLOW-UP:

Further work in specified areas as indicated in the briefing, or as requested by the Trust Council, Executive Committee, Local Planning Committee or local trust committees.

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By/Date: Russ Hotsenpiller, Chief Administrative Officer/

Summary of Official Community Plan policies, listed by local trust area, that have been implemented in the land use bylaws.

Ballenas-Winchelsea Local Trust Area

- Shoreline Development Permit Area (applicable to 30 m upland of the natural boundary of the sea).
- Regulations in the land use bylaw exempts solar collectors, wind generators and water storage tanks from height restrictions.

Denman Island Local Trust Area

- Climate change impacts are considered in staff.
- Providing the dedication of conservation area, consistent with OCP policies for density transfer.

Gabriola Island Local Trust Area

Gabriola Island

- Climate change impacts are considered in staff reports.
- Providing for rainwater collection and storage, trail/path connections and dedication of 300+ acres of parkland.
- Development Approval Information (DAI) Bylaw amended (2013) to include option to address GHG emissions, anticipated energy usage, carbon emissions and groundwater resources in conjunction with bylaw amendment or TUP applications [Criteria for assessing OCP/LUB applications developed.
- Land Use Bylaw (parking regulations and Village DPA guidelines) amended to encourage public transit, smaller vehicles, non-polluting vehicles, and permeable parking surfaces and increase walkability.
- Land Use Bylaw amended to measure the footprint of buildings and structures from the interior walls instead of the outer perimeter of the foundation of the building, so increased insulation is encouraged, and to exclude cisterns from floor area calculation.
- Official Community Plan and Land Use Bylaw amended to encourage local food production.

Mudge Island

- Climate change impacts considered in staff reports.
- Land Use Bylaw amended to exclude from the calculation of lot coverage in the RR zone: cisterns and similar structures for rainwater collection and storage; fire-fighting towers; pervious paths, driveways and parking spaces; and garden beds.

DeCourcey Island

- Climate change impacts considered in staff reports.

Galiano Island Local Trust Area

- Climate change impacts considered in staff reports, and inclusion of a policy in the Land Use Policies section of the Official Community Plan applicable to consideration of all applications.
- Amendments to shoreline development permit area to include guidelines to consider and address sea level rise impacts.
- Changes to zoning regulations to permit small-scale renewable energy, specifically height regulations amended.

Gambier Island Local Trust Area

- Climate change impacts considered in staff reports.

Hornby Island Local Trust Area

- Climate change impacts considered in staff reports.
- Official Community Plan Water Supply Protection and Water Resource Protection Development Permit Area includes guidelines to protect water resources.
- Official Community Plan Community Service Use Development Permit Area includes guidelines to provide rainwater catchment and storage; and hydrology study.
- Official Community Plan Commercial Development Permit Area includes guidelines to maintain natural vegetation and reduce light pollution.
- Water storage tanks and wind turbines exempt from Land Use Bylaw height regulations.

Lasqueti Island Local Trust Area

- Climate change impacts considered in staff reports.

Mayne Island Local Trust Area

- Climate change impacts considered in staff reports.
- Zoning amended to exclude solar collectors, wind generators and water tanks from maximum height regulations.
- Geothermal heating systems permitted.
- Amendments to Land Use Bylaw to permit mixed use (second storey residential) in commercial zones.
- Zoning for employee accommodation in commercial resorts.
- Secondary suites permitted.

North Pender Island Local Trust Area

North Pender Island

- Climate change impacts considered in staff reports.
- Secondary suites permitted.
- Temporary use permit guidelines amended to include climate change impacts.

North Pender Associated Islands

- Climate change impacts considered in staff reports.
- Shoreline DPAs include erosion provisions.

Salt Spring Island Local Trust Area

Salt Spring Island

- Climate change impacts considered in staff reports.
- Secondary suites permitted in select areas.
- Amenity Zoning includes implementation of energy efficient building design criteria that exceeds that required by the B.C. Building Code or other regulations.
- Climate change considered when evaluating suitability of density transfer.
- Rezoning application supporting local food production and storage as a community amenity
- Coordination with local and provincial agencies regarding fresh water demand and supply in relation to climate change.
- Land use regulations require 15m setbacks from natural bodies of water; 1.5 m elevation above natural body of water.
- Pathways and bikeways dedication at time of subdivision as per OCP Cycle Route map.

- DAI Bylaw including development permit checklist (both are drafted but not yet implemented).

Piers Island

- Climate change impacts considered in staff reports.
- 3.0 m elevation of buildings required if within 30m of water body.

Prevost Island

- Climate change impacts considered in staff reports.

Saturna Island Local Trust Area

- Climate change impacts considered in staff reports.
- Geothermal heating permitted.
- Secondary dwelling units (secondary suites amendment in process).
- Sustainability checklist.
- TUP guidelines amended to include consideration of climate change impacts.

South Pender Island Local Trust Area

- Climate change impacts considered in staff reports.
- Although not a Bill 27 requirement, LUB was amended to limit dwelling floor area and overall floor area on residential lots.

South Pender Island Local Trust Area

- Climate change impacts considered in staff reports.

Thetis Island Local Trust Area

Thetis Island and Valdes Island

- Climate change impacts considered in staff reports.

Thetis Associated Islands

- Climate change impacts considered in staff reports.
- Land Use Bylaw definition of floor area excludes any floor area occupied by a cistern used for the collection of rainwater for domestic use or fire protection.
- Land Use Bylaw permits the following uses in all zones: conservation; water supply facilities for the purposes of supplying potable or grey water on an individual island, including cisterns, reservoirs, pipes, treatment facilities, catchment and storage facilities and pumping and intake structures; solar collectors; wind turbines; and ocean geothermal loop exchange systems.
- Solar collectors are exempt from Land Use Bylaw height regulations.

Summary of Local Trust Committee Official Community Plan Policies that have yet to be implemented.

The following is a summary of Official Community Plan policies on climate change that have not yet been enacted in the land use bylaw regulations or through development permit areas. For actual wording of the policies, please consult that relevant official community plan bylaw.

Ballenas-Winchelsea Local Trust Area

- Identify significant un-fragmented forest and non-forest ecosystems and ensure these are noted on mapping for environmental and carbon sequestration value.

Denman Island Local Trust Area

- Review zoning to ensure provisions encourage energy efficiency and the greenhouse gas emissions reduction in new construction.
- Review development permit area guidelines and incorporate provisions to promote energy conservation, water conservation and greenhouse gas emissions reduction.
- Encourage renewable energy, limit fossil fuel consumption, encourage energy-efficient and carbon-efficient building construction.

Gabriola Island Local Trust Area

Gabriola Island

- Consider new development permit area guidelines that promote low impact land uses, alternative transportation, energy conservation, water conservation, and the reduction of GHGs.
- Identify significant un-fragmented forest ecosystems within the planning area and ensure that these areas are noted on mapping both for their environmental values as well as carbon sequestration areas.
- Amend LUB to consider setbacks from the ocean in relation to sea level rise.

Mudge Island

- Establish climate change as a fundamental factor in land use decision making.
- Encourage on-island agriculture and sharing of local food production.
- Encourage all new construction be built at the highest possible energy-efficiency standards.
- Further policies and actions to be considered as part of a future review of the OCP.

DeCourcey Island

- Encourage on-island agriculture and the sharing of local food production.
- Encourage new construction built at highest possible standards to reduce energy needs.
- Specific policies and actions to be included in a future OCP review.

Galiano Island Local Trust Area

- Amendments to parking requirements to require alternatives to parking spaces.
- Requiring new development to utilize building technology that minimizes energy use.

Gambier Island Local Trust Area

Gambier Island

- Develop new criteria for assessing OCP or zoning amendment applications from the perspective of climate change adaptation and mitigation.
- Support protection of forest resources.
- Require water storage with every dwelling unit.

Gambier Associated Islands

- Support actions to minimize GHG emissions.
- Recognize importance of forested lands in removing carbon dioxide from the atmosphere.
- Consider potential impacts on global climate change and GHG reduction targets when considering applications.
- Identify significant un-fragmented forest ecosystems within the planning area and ensure that these areas are noted on mapping for both their environmental value and as carbon sequestration areas.
- Reduce extent of infrastructure (e.g. development of common docks).
- Zoning regulations should support small scale residential solar and wind power generation on residential lots.

Keats Island

- Promote use and development of renewable energy sources.
- Develop new criteria for assessing OCP or zoning amendment applications from the perspective of climate change adaptation and mitigation.
- Support cluster development appropriate for Keats Island.
- Encourage energy efficient buildings.
- Encourage use of alternative energy.
- Encourage water storage for every dwelling unit

Hornby Island Local Trust Area

- Develop criteria for assessing OCP or LUB amendment applications from the perspective of climate change adaptation and mitigation.
- Encourage retention of forest cover except for the clearing of land for farming in the ALR.
- Limit size of buildings and opportunities for attached dwelling units and visitor accommodation units.
- Encourage green building techniques and alternative energy systems (solar, wind, geothermal, or water based) into residential housing.
- Encourage safe multi-use trails and bike lanes to facilitate non-motorized forms of travel.
- Encourage “climate wise” actions, including water conservation, storm water retention, the use of alternative energy sources for home use, and the use of alternative transportation methods.
- Support the local provision of services that residents presently travel off-island to access.
- Review LUB to provide for community gardens and community food processing and storage.
- Encourage local food production.

Lasqueti Island Local Trust Area

- Develop criteria for assessing OCP or zoning applications from the perspective of climate change adaptation and mitigation.
- Encourage energy conserving buildings.
- Encourage cycling and walking trails to permit non-automobile based forms of travel.
- Encourage water conservation and rainwater catchment.

Mayne Island Local Trust Area

- Permitting attached dwellings.
- DPA to manage lot layout.
- DPA for energy conservation.
- Amendments to amenity zoning and density transfer policies.

North Pender Island Local Trust Area

North Pender Island

- A review of overall development potential to consider amendments to zoning where changes could limit or reduce emissions.
- Permitting attached dwellings.
- Amending parking requirements.
- DPA to manage subdivision layout (conservation subdivision design project started but later abandoned by LTC).
- Second storey residential over commercial.
- Requiring cisterns or other water conservation measures in new development.
- Permitting community wood chipping or composting.
- Amend existing DPA to include energy conservation provisions.

North Pender Associated Islands

- Specific policies and actions to be included in a future review of the plan.

Salt Spring Island Local Trust Area

Salt Spring Island

- Calculation of carbon budget at time of rezoning or demonstrated conformity with LEED or similar.
- GHG or energy efficiency specific DPA.
- Amend fees bylaw to support energy efficient building design.
- Mapping and analysis to anticipate potential impacts of climate change on land use.
- Height relaxation for solar and wind power generation on residential lots.

Piers Island

- In progress of updating OCP for Climate Change.

Prevost Island

- No policies on climate change – bylaw requires updating

Saturna Island Local Trust Area

- Amending zoning to allow mixed use, including second storey residential in commercial designation.
- Amending parking requirements.
- Include energy conservation measures in DPA.
- Implement DPA for lot layout and tree removal.
- Permitting attached dwellings.
- Limit floor area of dwellings.

South Pender Island Local Trust Area

- Permit community gardens.

Thetis Island Local Trust Area

Thetis Island

- Develop new criteria for assessing OCP or LUB amendment applications from the perspective of climate change adaptation and mitigation.

- Promote land use that supports local food production to reduce food transportation costs and GHGs.
- Support new forms of housing that include clustering and zero emission housing.
- Encourage local, small-scale generation of alternative non-polluting energy sources.
- Regulate the size, siting and height of wind turbines to minimize environmental impacts and safety risks.

Thetis Associated Islands

- Consider the potential impacts on climate change GHG emissions in bylaw provisions and review of development applications.
- Identify significant un-fragmented forest and wetland ecosystems within the planning area and ensure that these areas are noted on mapping for both their environmental value and as carbon sequestration areas.
- Through bylaw provisions, support residential renewable energy (e.g. micro hydro, solar, wind, waste heat, etc.) use.
- Promote the conservation of forested lands and wetlands as a cost effective and important climate change mitigation strategy.

Valdes Island

- Establish climate change as a fundamental factor in land use decision-making.
- Policies and actions with respect to climate change mitigation will be considered as part of a future review of the Rural Land Use Bylaw.

BRIEFING

To: Trust Council **For the Meeting of:** June 18, 2019

From: David Marlor, Director, Local Planning Services **Date Prepared:** May 30, 2019

SUBJECT: Salt Water Intrusion Mapping

PURPOSE: The purpose of this briefing is to update the Executive Committee on the status of the aquifer vulnerability risk to salt water intrusion mapping that was originally undertaken by the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) and Simon Fraser University.

BACKGROUND:

Simon Fraser University has conducted a study "[Risk Assessment Framework for Coastal Bedrock Aquifers](#)" in collaboration with BC Ministry of Environment and the BC Ministry of Forests, Lands and Natural Resource Operations. Natural Resources Canada under the "[Enhancing Competitiveness in a Changing Climate](#)" funded the project. The project provided evidence-based tools and recommendations to the [Water Sustainability Act](#), the [Groundwater Protection Regulation](#), and local governments to protect aquifers and sustain domestic, agricultural, commercial, and community groundwater users.

Islands Trust staff and affected local trust committees indicated issues with the mapping and the implementation of it in the Southern Gulf Islands. In follow up meetings with FLNRORD, Islands Trust and FLNRORD Staff agreed that the methodology of the Saltwater Intrusion Risk model needed to be revisited due to the need to expand the mapping beyond the Southern Gulf Islands, and due to concerns about the well density method and how unique land features like peninsulas are addressed.

FLNRORD Staff is working on a program to revise the methodology to develop a model and implement it for the entire Coastal Region, and has invited Islands Trust Senior Freshwater Specialist to be an external partner on the project. The new project is currently proposed to the Ministry for funding and endorsement. If the project is successful, Senior Freshwater Specialist will be requesting supporting funding to allow review of the methodology and implementation of the mapping in the Islands Trust Area. This work is likely to commence in the 2019/2020 fiscal year.

ATTACHMENT(S):

1. None

FOLLOW-UP:

Staff will work with FLNRORD staff in developing the revised methodology and undertaking the assessment.

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By/Date: William Shulba, Senior Freshwater Specialist/May 30, 2019

BCCBC presentation to IT Council, June 18-20 on Galiano Island

The BC Community Bus Coalition is comprised of representatives of several coastal and interior communities that are working together to seek better funding opportunities and more appropriate regulations for community bus systems. A community bus is one that is operated by the community for the community and is not part of the BC Transit system. They are typically managed by volunteer boards and many use volunteer drivers.

Transit is important to small rural communities for several reasons:

- reduces GHG emissions,
- provides safe and reliable transportation options for residents (especially youth, seniors, working people, low-income people) and for visitors,
- engenders social cohesion,
- provides local employment opportunities, and
- is an important economic driver.

There are several barriers that make it difficult for smaller communities to create their own transit operations, including a lack of provincial government funding, no taxpayer funding without a referendum, and difficulties with the Passenger Transportation Act, which is designed for commercial shuttle buses and taxis, not for transit.

We are asking the Islands Trust Council to help us overcome some of these barriers by encouraging the appropriate provincial government departments to make legislative changes that will make it easier for communities to create bus systems, and by supporting our effort to influence the UBCM.

Submitted on behalf of BCCBC by:

Fay Weller and Steven Earle (Gabriola)
Peter Pare (Pender)
Michael Hoebel (Galiano)
Peter Luckham (Thetis)
Kate Maddigan (Cortes)
Laverne Booth (Crawford Bay)

Subject:

Gulf Islands Forest Preservation - delegation

On Tue, May 28, 2019 at 10:33 PM sheila dobie [REDACTED] > wrote:

Hello Lori Foster,

This email is to request a place on the agenda for a presentation to the Islands Trust at their June Council meeting on Galiano Island.

We are a group of Salt Spring residents who have been working towards the necessary consideration, and preservation of our forests on Salt Spring Island and other Gulf Islands.

The topics of our presentation will include; the growing evidence of timber extraction, clear cutting from boundary to boundary on private lands, and little more than timber sales on agricultural and rural zoned properties. We will make specific reference to how this is of a major concern related to global warming and our climate emergency with the depletion of Gulf Islands forests. Our presentation will also include information on how these activities are impacting the endangered ecosystems surveyed by the BC Conservation Data Centre.

The presentation will be made by members of our group; Susan Hannon and others. A Power Point will be used to present the information.

Please feel free to use this email as your contact for this request.

Thank you for this opportunity.

Sheila Dobie
[REDACTED]

Subject: Southern Gulf Islands Tourism Partnership Society - Delegation

From: Randy Cunningham

Sent: Friday, May 24, 2019 5:52 PM

To: Lori Foster <lfoster@islandstrust.bc.ca>

Cc: Laura Patrick <lpattick@islandstrust.bc.ca>; Peter Grove <pgrove@islandstrust.bc.ca>; Francine Z. Carlin

Subject: Trust Council Meeting Galiano Island June

I would like to inform the Trust Council about our newly formed organization and our mandate to manage tourism in the Southern Gulf Islands (SGI & SSI regional districts). We are now the designated tourism representative for our region and have successfully been approved to collect the Municipal Regional District Tax (MRDT).

Thanks in advance

Randy Cunningham

Chair – Southern Gulf Islands Tourism Partnership

WELCOME

I. Overview & KEY MILESTONES

II. Current Situation

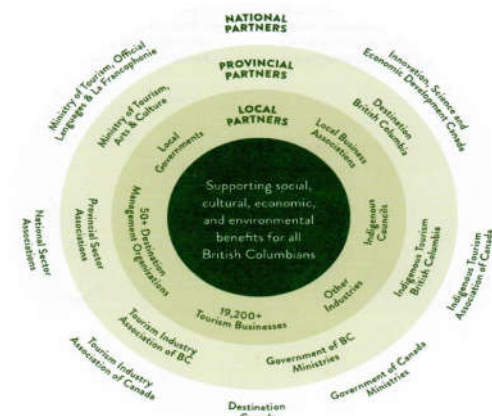
III. Next Steps

- Southern Gulf Islands Tourism Partnership Society

April-December 2019

Working Together

From Destination BC's brochure
"The Power of Tourism"



SGITP Society Historic Milestones



SGITP Society Historic Milestones



SGITP Society Historic Milestones



Tourism In The Southern Gulf Islands?

Tourism Improves the Lives of All Gulf Islanders



Benefits of Sustainable, Community-Based Tourism

1. Generates Broader Economic Benefits For Local Residents

- Increases local economic diversity and year-round employment opportunities
- Services – food, retail, entertainment

2. Furthers Sustainable Practices For Tourism Operations

- Advocates stewardship of local ecology and natural environments
- Mitigates the impact of climate change through 'green practices'

Benefits of Sustainable, Community-Based Tourism

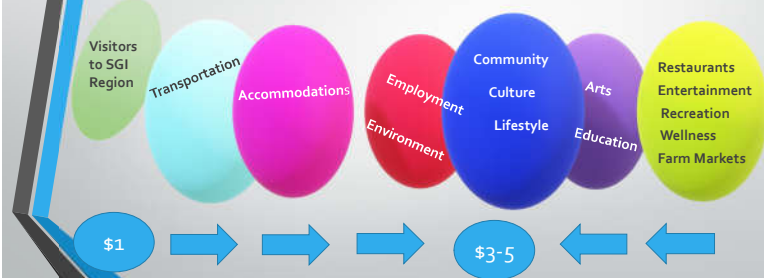
3. Supports Economic Investment In Public Facilities

- Tourism management reinforces community-focused use of land and community spaces
- Concerted community engagement

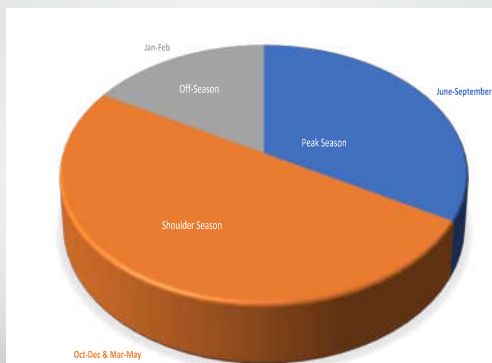
4. Promotes Healthy Community Identity & Pride

- Visitor services educate visitors about our Region's history, rural culture, natural environment
- Encourages cultural exchange and diversity
- Educate the traveler to "act like a local"

Ripple Effect > Direct & Indirect Visitor Interaction within the Community



A Longer Gentler Season



SGITP Society Next Steps

April – September 2019

- SGITP – Engage in transition process with existing DMO's

May- June 2019

- Community engagement sessions held on each Island

April – September 2019

- Nomination Committee develops slate of directors for AGM vote
- Staff recruitment

May - November 2019

- Set 2019 Strategic Priorities
- * Conduct tourism and work force sector research
- * Draft branding strategy
- * Develop Rural Countryside Code
- * Develop manual of how to operate a sustainable tourism business for tourism operators

August – October 2019

- Prepare Year-One Tactical Plan

SGITP Society Board of Directors

Tourism Stakeholder Driven



Accommodations Sector
4 Directors



Agriculture
One Director



Arts, Education & Culture
One Director



Retail, Food, Beverage
One Director



Health & Wellness
One Director



Recreation & Outdoors
One Director

OPPORTUNITIES GOING FORWARD and WHAT ROLE CAN THE ISLANDS TRUST PLAY

Some Data to Consider

If commercial (Class 6) properties are full we have the following number of tourists:

- Galiano Island: 212
- Mayne Island: 164
- Pender Islands: 396
- Saturna Island: 40
- Salt Spring Island: 1460

B&B's (Class 1 home based business) have traditionally equalled or slightly exceeded the commercial properties in capacity.

Where are the rest of our visitors coming from?

Subject: Gulf Islands Alliance - 5 minute delegation presentation

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

From: Susan Yates

Sent: Wednesday, May 29, 2019 10:20 PM

To: Lori Foster <lfoster@islandstrust.bc.ca>

Subject: Gulf Islands Alliance - 5 minute delegation presentation

The Gulf Islands Alliance request 5 minutes for a short presentation asking Trust Council to ask the Ministry of Forests for better regulation regarding clear-cutting for timber sales on Private Managed Forest Lands (PMFL) in the Trust area. This is pursuant to the recent spate of clear-cutting on Salt Spring and other Trust islands.

Thank you, and best regards,
Susan Yates
Gabriola

DIRECTOR

In support of the Financial Planning Committee (FPC) we have completed work in the following areas:

- ~ **Budget 2019/20 Completion:** The Trust Council approved budget was forwarded to the Minister and has been approved after staff successfully fielded several questions during their review. Tax requisitions have been submitted to the Surveyor of Taxes and to Bowen Island Municipality.
- ~ **2018/19 Financial Statement Audit:** We have completed the financial statement audit for the Islands Trust and the Islands Trust Conservancy, with a clean audit report issued by KPMG LLP on both sets of financial statements.
- ~ **Municipal Tax Requisition Analysis:** We have undertaken a deep dive analysis into the Municipal Tax Levy to ascertain a better understanding of factors contributing to swings in the requisition year over year, and also ensure Trust Council's Policy 7.2.6 *Municipal Tax Requisition Calculation* is appropriate in light of what is written in the Islands Trust Act regarding contributions from Trust municipalities to the Trust's annual budget.

The next FPC meeting will be held on August 28, 2019 with a focus on the start of the 2020/21 budget cycle, specifically regarding assumptions and principles to be applied in the budget for next year. At the same time, the 2018/19 Allocated Financial Statements and 2018/19 Statement of Financial Information (SOFI) report will be reviewed.

In support of general operations, the following is complete or underway:

- ~ **CARIP Climate Action/Carbon Neutral Progress Survey Report:** We have completed and submitted our Climate Action report, as required by all signatories of the BC Climate Action Charter. This report is posted to our website in June 2019. Our carbon emissions inventory for 2018 shows a production of 52.22 tCO₂e of Greenhouse Gas (GHG) emissions, which is approximately 10% lower than the 2017 figure of 57.98 tCO₂e. Most of this reduction was realised through a reduction in Scope 1 (Direct) Emissions due to less Islands Trust travel emissions. Carbon neutrality was achieved this year through the credits received from our allocated share of the Capital Regional District's (CRD) Organic Waste Management project and as such no purchase of carbon offsets was required. Overall, Islands Trust has reduced its GHG emissions by 12.87 tCO₂e, or approximately 20%, since it became a Charter signatory in 2012.

There is hope that the recent move of committees to conduct more of their business via electronic meetings will bring Islands Trust even closer to true carbon neutrality without the need for purchased offsets or project credits from other government agencies in our region.

- ~ **Digitization:** In support of Trust Council's climate emergency declaration, and for the purposes of greater efficiency and collaboration across geographical regions, a move to digitize administrative processes at the Trust has begun. A look at individual processes, policies and procedures currently involving printed paper is being reviewed with the desire to go digital wherever possible, while ensuring proper controls remain in place and legislated requirements for record-keeping are maintained.

EMPLOYEE SERVICES/HUMAN RESOURCES (HR)

Our hiring push has continued from earlier this year, resulting in a number of new hires and some staff movement within Islands Trust:

- ~ Narissa Chadwick joined us as a permanent Island Planner in the Southern Office, filling the gap that was left by the departure of Justine Starke.
- ~ Brad Smith joined us as an Island Planner in the Southern Office, covering Kim Stockdill's maternity leave;
- ~ Phil Testamale has permanently moved to a Planner 2 position in the Southern office;
- ~ Ian Cox has accepted a permanent Planner 1 position in the Northern office;
- ~ Geordie Gordon has accepted a permanent Planner 1 position in the Salt Spring Island office;
- ~ Margot Thomaidis joined us as a summer Co-op Student Planner in the Northern Office;
- ~ Morgan Henderson joined us as a summer Co-op Student Planner in the Southern Office;
- ~ Lisa Wilcox has transitioned from the temporary Senior Policy Advisor position to our now-permanent Senior Intergovernmental Policy Advisor position;
- ~ Lesley Valour joined us on temporary assignment filling the Senior Policy Advisor position with the Trust Area Services team;
- ~ Shayla Burnham will be joining the Salt Spring Island office in the next few weeks as the new Office Administrative Assistant, following the retirement of Lisa Floritto.

We are currently in the process of hiring the newly created position of Covenant Management and Outreach Specialist who will work with the Islands Trust Conservancy team.

Our next quarterly all-staff meeting is scheduled for late June 2019 and will be held at the Brentwood College School in Mill Bay. A key focus of this quarter's meeting will be education and conversation around climate change.

FINANCE

The finance team has spent much of their time since March closing of the accounting system, preparing the Islands Trust and Islands Trust Conservancy financial statements, and pulling together all the support required for the year-end audit with KPMG. With the wrap-up of fieldwork and the finalisation of the financial statements, attention will turn to preparation of Q1 financial reporting.

Management of the office renovation project logistics and budget continues as we near the final weeks of work with the contractors. We look forward to moving to our new space down the hall (formerly the home of Conservancy staff) where we can be closer to our friends in the Information Services department.

Procurement has slowed down slightly with only one completed process since our last report. An Invitation to Quote for the purchase of new servers is now complete and has been awarded.

INFORMATION SERVICES (IS)

IS staff continue to be instrumental players in the Victoria office renovation project, handling all manners of logistics challenges from organising furniture moves with Provincial movers, to staff hardware tear-downs and re-setups as staff are shuffled between desks in the last few weeks of the project. Installation of the new electronic hardware in the boardroom has been completed under their supervision, and configuration settings continue to be monitored and adjusted for the best possible meeting experience we can provide. Installation of hardware in the Huddle Space is ongoing and is set to be complete in June. Training for all staff on the new systems will be provided shortly afterwards.

Specific IS project milestones completed over the last few months include:

- ~ Completion of upgrades to the Committee Follow Up Action List (FUAL) application;
- ~ Completion of upgrades related to integration and reporting of the Local Trust Committee Work Program applications.



Top Priorities Report

Financial Planning Committee

1. *Conduct the 2018/19 Year-end Audit*

COMPLETE

2018/19 year-end audit is complete.

The draft Audited Financial Statements and Audit Findings Report will be reviewed by the Audit Committee/Financial Planning Committee at their May meeting, with approval for financial statement presentation to Trust Council at their June meeting.

Responsible

Julia Mobbs

Dates

Rec'd: 20-Feb-2019

Target: 31-May-2019

2. *2018/19 Allocated Financial Statements*

PLANNED

Staff to prepare the 2018/19 Allocated Financial Statements (AFS) from the audited financial statements.

FPC will review the AFS at their August meeting.

Responsible

Julia Mobbs

Dates

Rec'd: 29-May-2019

Target: 28-Aug-2019

3. *Budget 2021: Draft 1*

PLANNED

Review Budget and Assumptions (BAP) document for Budget 2021 at the August meeting.

Responsible

Julia Mobbs

Dates

Rec'd: 29-May-2019

Target: 28-Aug-2019



REQUEST FOR DECISION

To: Trust Council **For the Meeting of:** June 19, 2019
From: Financial Planning Committee **Date Prepared:** May 29, 2019
SUBJECT: MARCH 31, 2019 AUDITED FINANCIAL STATEMENTS

RECOMMENDATION:

That Trust Council approve the audited financial statements of the Islands Trust including the Statement of Financial Position, the Statement of Operations, the Statement of Changes in Net Financial Assets, and the Statement of Cash Flows for the year ended March 31, 2019.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

The Independent Auditor's report indicates that, in their opinion, the financial statements present fairly, in all material aspects, the financial position of the Islands Trust as at March 31, 2019.

1 PURPOSE:

To present the audited financial statements for the Islands Trust to Trust Council for approval.

2 BACKGROUND:

The Audit Committee has reviewed the year-end audited financial statements and auditor's report with our auditors, KPMG LLP, and reported back to the Financial Planning Committee (FPC). FPC has approved forwarding the audited financial statements to Executive Committee and to Trust Council for approval.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: None.

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS:

Once approved by the Islands Trust Council, the year-end audited financial statements and auditor's report will be forwarded to the Minister of Municipal Affairs and Housing as required by the *Islands Trust Act, S. 19* and made available to the public via the Islands Trust website.

FIRST NATIONS: None.

OTHER: None.

4 RELEVANT POLICY(S):

Islands Trust Council Bylaw No. 172

Islands Trust Act S. 18 requires the Islands Trust appoint an auditor to audit the accounts and transactions of the Islands Trust Council and local trust committees, and requires that the auditor report to the Islands Trust Council and to the Minister.

5 ATTACHMENT(S):

- Islands Trust March 31, 2019 Audited Financial Statements

RESPONSE OPTIONS

Recommendation:

That Trust Council approve the audited financial statements of the Islands Trust including the Statement of Financial Position, the Statement of Operations, the Statement of Changes in Net Financial Assets, and the Statement of Cash Flows for the year ended March 31, 2019.

Alternative: None.

Prepared By: Julia Mobbs, Director Administrative Services

Reviewed By: Russ Hotsenpiller, Chief Administrative Officer

Financial Statements of

ISLANDS TRUST

Year ended March 31, 2019

ISLANDS TRUST

Financial Statements

Year ended March 31, 2019

Financial Statements

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Independent Auditors' Report	2
Statement of Financial Position	3
Statement of Operations	4
Statement of Change in Net Financial Assets	5
Statement of Cash Flows	6
Notes to Financial Statements	7

MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The accompanying financial statements of Islands Trust (the "Trust") are the responsibility of the Trust's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting standards for local governments as established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Trust's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The Trust, acting through its Audit Committee, meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by KPMG LLP, independent external auditors appointed by Trust Council. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Trust's financial statements.

Chief Administrative Officer

Director, Administrative Services

INDEPENDENT AUDITORS' REPORT

To the Trustees of Islands Trust and the Minister of Municipal Affairs and Housing

Opinion

We have audited the financial statements of Islands Trust which comprise:

- the statement of financial position as at March 31, 2019
- the statement of operations for the year then ended
- the statement of change in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(hereinafter referred to as the “financial statements”).

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Islands Trust as at March 31, 2019, and its results of operations, changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the “**Auditors’ Responsibilities for the Audit of the Financial Statements**” section of our auditors’ report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing Island Trust’s ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate Islands Trust or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing Island Trust’s financial reporting process.

Auditors’ Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors’ report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Islands Trust's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Island Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause Islands Trust to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Victoria, Canada

_____, 2019

ISLANDS TRUST

Statement of Financial Position

March 31, 2019, with comparative information for 2018

	2019	2018
Financial assets:		
Cash and cash equivalents (note 2)	\$ 1,473,052	\$ 846,842
Accounts receivable	64,636	53,917
Investments (note 3)	2,749,388	3,530,012
	4,287,076	4,430,771
Liabilities:		
Accounts payable and accrued liabilities	465,834	483,454
Wages and benefits payable	1,183,963	1,154,784
Deferred revenue	29,161	37,491
Employee benefit obligations (note 4)	136,206	119,140
Obligations under capital leases (note 5)	60,670	78,309
Cost recovery deposits (note 13(b))	27,177	22,979
	1,903,011	1,896,157
Net financial assets	2,384,065	2,534,614
Non-financial assets:		
Tangible capital assets (note 6)	388,159	204,083
Prepaid expenses	99,046	110,726
	487,205	314,809
Commitments (note 11)		
Contingent liabilities (note 12)		
Accumulated surplus (note 7)	\$ 2,871,270	\$ 2,849,423

The accompanying notes are an integral part of these financial statements.

Approved by the Trust Council:

Trustee

Trustee

ISLANDS TRUST

Statement of Operations

Year ended March 31, 2019, with comparative information for 2018

	Budget (note 9)	2019	2018
Revenue:			
Property tax - general	\$ 6,501,702	\$ 6,501,701	\$ 6,312,332
Property tax levy - Bowen Island municipality	293,933	293,933	242,680
Property tax - special requisition	98,500	98,500	98,500
Government transfers (note 8)	180,000	191,946	180,000
Fees and sales	120,000	166,154	139,199
Interest income	60,000	104,384	71,295
Other income	202,000	5,074	16,795
Total revenue	7,456,135	7,361,692	7,060,801
Expenses (note 10):			
Council services	1,462,153	1,357,324	1,117,190
Local trust committee services	5,917,737	5,313,437	5,311,724
Trust conservancy services (note 13)	746,245	669,084	702,951
Total expenses	8,126,135	7,337,975	7,131,865
Annual surplus (deficit)	(670,000)	21,847	(71,064)
Accumulated surplus, beginning of year	2,849,423	2,849,423	2,920,487
Accumulated surplus, end of year	\$ 2,179,423	\$ 2,871,270	\$ 2,849,423

The accompanying notes are an integral part of these financial statements.

ISLANDS TRUST

Statement of Change in Net Financial Assets

Year ended March 31, 2019, with comparative information for 2018

	Budget (note 9)	2019	2018
Annual surplus (deficit)	\$ (670,000)	\$ 21,847	\$ (71,064)
Acquisition of tangible capital assets	-	(264,055)	(104,684)
Acquisition of tangible capital assets through capital lease	-	-	(69,007)
Amortization of tangible capital assets	65,000	79,979	76,262
Loss on disposal of capital assets	-	-	16,457
	(605,000)	(162,229)	(152,036)
Acquisition of prepaid expenses	-	11,680	(53,356)
Change in net financial assets	(605,000)	(150,549)	(205,392)
Net financial assets, beginning of year	2,534,614	2,534,614	2,740,006
Net financial assets, end of year	\$ 1,929,614	\$ 2,384,065	\$ 2,534,614

The accompanying notes are an integral part of these financial statements.

ISLANDS TRUST

Statement of Cash Flows

Year ended March 31, 2019, with comparative information for 2018

	2019	2018
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 21,847	\$ (71,064)
Items not involving cash:		
Amortization of tangible capital assets	79,979	76,262
Loss on disposal of tangible capital assets	-	16,457
Extinguishing of obligations under capital leases	-	(22,912)
Changes in non-cash operating assets and liabilities:		
Accounts receivable	(10,719)	133,904
Wages and benefits payable	29,179	38,083
Accounts payable and accrued liabilities	(17,620)	1,370
Deferred revenue	(8,330)	7,508
Employee benefit obligations	17,066	(19,724)
Cost recovery deposits	4,198	9,728
Prepaid expenses	11,680	(53,356)
Net change in cash from operating activities	127,280	116,256
Capital activities:		
Acquisition of tangible capital assets	(264,055)	(104,684)
Investing activities:		
Redemption of investments	780,624	2,508
Financing activities:		
Principal payments on obligations under capital leases	17,639	(25,845)
Change in cash and cash equivalents	626,210	(11,765)
Cash and cash equivalents, beginning of year	846,842	858,607
Cash and cash equivalents, end of year	\$ 1,473,052	\$ 846,842
Supplemental cash flow information:		
Assets acquired under capital lease	\$ -	\$ 69,007

The accompanying notes are an integral part of these financial statements.

ISLANDS TRUST

Notes to Financial Statements

Year ended March 31, 2019

Islands Trust (the "Trust") is incorporated under the Islands Trust Act of British Columbia (as amended). The objectives of the Trust are to preserve and protect the Trust area and its unique amenities and environment for the benefit of the residents of the Trust area and of the Province generally.

1. Significant accounting policies:

The financial statements of Islands Trust are prepared by management in accordance with Canadian public sector accounting principles for local governments as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the Trust are as follows:

(a) Reporting entity:

The financial statements include a combination of all the assets, liabilities, revenues, expenses, and changes in fund balances and in financial position of the Trust and the local trust committees.

The Trust occasionally conducts work on behalf of development applicants on a cost-recovery basis. These trust activities are not included in the financial statements.

(i) Consolidated entities:

The Trust does not control any significant external entities and accordingly no entities have been consolidated with the financial statements.

(ii) Funds held in trust:

The Trust administers operations of The Islands Trust Conservancy. The annual expenses of The Islands Trust Conservancy are reported by the Trust in accordance with The Islands Trust Act (note 13).

(b) Basis of accounting:

The Trust follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

(c) Revenue recognition:

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made, except when and to the extent that the transfer gives rise to an obligation that meets the definition of a liability under section PS 3200 of public sector accounting standards.

Revenue unearned in the current period is recorded as deposits or deferred revenue.

Tax revenue is recognized on an accrual basis.

ISLANDS TRUST

Notes to Financial Statements

Year ended March 31, 2019

1. Significant accounting policies (continued):

(d) Cash and cash equivalents:

Cash and cash equivalents include short-term highly liquid investments with a term to maturity of 90 days or less at acquisition.

(e) Investment income:

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on restricted funds is added to the investment and forms part of the deferred revenue balance.

(f) Employee future benefits:

The Trust and its employees make contributions to the Public Service Pension Plan, which provides benefits directly to employees upon retirement. These contributions are expensed as incurred.

A gratuity is also available to employees upon retirement. The cost of this benefit is paid by the Public Service Pension Plan.

(g) Liability for contaminated sites:

A liability for contaminated sites is recognized when a site is not in productive use and the following criteria are met:

- (i) an environmental standard exists;
- (ii) contamination exceeds the environmental standard;
- (iii) the Trust is directly responsible or accepts responsibility
- (iv) it is expected that future economic benefits will be given up; and
- (v) a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

(h) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

ISLANDS TRUST

Notes to Financial Statements

Year ended March 31, 2019

1. Significant accounting policies (continued):

(h) Non-financial assets (continued):

(i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

Asset	Useful life - years
Furniture and equipment	5
Computers	3
Leasehold improvements	lesser of remaining term of the lease and useful life

Amortization is charged annually, including in the year of acquisition and disposal. Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Trust's ability to provide goods and services, or when the value of future economic benefits associated with the asset are less than the book value of the asset.

(ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Works of art and historical treasures:

Works of art and historical treasures are not recorded as assets in these financial statements.

(iv) Interest capitalization:

The Trust does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

(v) Leased tangible capital assets:

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

ISLANDS TRUST

Notes to Financial Statements

Year ended March 31, 2019

1. Significant accounting policies (continued):

(i) Use of estimates:

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant estimates include assumptions used in estimating provisions for accrued liabilities. Actual results could differ from these estimates.

2. Cash and cash equivalents:

	2019	2018
Bank account balances	\$ 1,473,052	\$ 846,842

3. Investments:

Investments consist of guaranteed investment certificates with a cost plus accrued interest that approximates market value. The stated interest rates are between 2.25% and 2.59% and the maturity dates range from April 2019 to September 2019.

4. Employee benefit obligations:

	2019	2018
Vacation pay	\$ 109,174	\$ 90,190
Compensatory time off	27,032	28,950
	\$ 136,206	\$ 119,140

Vacation pay and compensatory time off represent the liability for accumulated banks for draw down at future dates and/or for payout on approved retirement, or upon termination or death.

ISLANDS TRUST

Notes to Financial Statements

Year ended March 31, 2019

4. Employee benefit obligations (continued):

Other pension plans:

The Trust and its employees contribute to the Public Service Pension Plan (a jointly trustee pension plan). The Public Service Pension Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at March 31, 2018, the plan has about 62,000 active members and approximately 48,000 retired members.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The latest actuarial valuation as at March 31, 2017, indicated a funding surplus of \$1,896 million for basic pension benefits on a going concern basis. The next valuation will be as at March 31, 2020, with results available in early 2021. Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

The Trust paid \$314,456 (2018 - \$308,487) for employer contributions to the plan in fiscal 2019.

5. Obligations under capital leases:

The amounts due for obligations under capital leases are as follows:

2020	\$	19,310
2021		18,169
2022		14,391
2023		14,391
2024 and thereafter		3,111
Total minimum lease payments		69,372
Less amounts representing interest (at rates ranging from 4.70% to 5.25%)		8,702
Present value of net minimum capital lease payments		\$ 60,670

Interest of \$2,367 (2018 - \$2,812) relating to capital lease obligations has been included in expenses on the statement of operations.

ISLANDS TRUST

Notes to Financial Statements

Year ended March 31, 2019

6. Tangible capital assets:

	Denman Island Site	Furniture and equipment	Computers	Leasehold improvements	Total 2019	Total 2018
Cost:						
Balance, beginning of year	\$ 10,000	\$ 210,367	\$ 234,516	\$ 257,622	\$ 712,505	\$ 708,738
Additions	-	-	70,554	193,501	264,055	173,692
Disposals	-	-	(81,478)	(243,232)	(324,710)	(169,925)
Balance, end of year	10,000	210,367	223,592	207,891	651,850	712,505
Accumulated amortization:						
Balance, beginning of year	10,000	79,661	172,338	246,423	508,422	585,627
Additions	-	30,531	45,386	4,062	79,979	76,262
Disposals	-	-	(81,478)	(243,232)	(324,710)	(153,467)
Balance, end of year	10,000	110,192	136,246	7,253	263,691	508,422
Net book value, end of year	\$ -	\$ 100,175	\$87,346	\$200,638	\$388,159	\$ 204,083

There were no contributed assets received during 2019 or 2018.

In fiscal 1994, the Denman Island Ratepayers' Association donated \$10,000 which was used by the Trust to purchase the Denman Island Old School Site from School District #71. The Trust agreed to facilitate the sale of the school site between School District #71 and the Ratepayers' Association and to hold title to the property on behalf of the community. The Denman Island Ratepayers' Association has leased the building on the site from the Trust for 99 years for a total fee of \$10.

Included in tangible capital assets is assets under capital leases with a net book value of \$60,670 (2018 - \$78,309).

7. Accumulated surplus:

Accumulated surplus consists of:

	2019	2018
Invested in tangible capital assets	\$ 327,490	\$ 125,774
General Revenue Fund	2,477,152	2,716,673
Local Trust Committee Project Specific Reserve Fund	42,287	-
Special property tax requisition fund	24,341	6,976
	\$ 2,871,270	\$ 2,849,423

ISLANDS TRUST

Notes to Financial Statements

Year ended March 31, 2019

8. Government transfers:

Government transfers recorded as revenue on the statement of operations are comprised of:

	2019	2018
Provincial operating grant	\$ 180,000	\$ 180,000
Salt Spring Island Water Protection Project	8,329	-
Transport Canada	3,617	-
	\$ 191,946	\$ 180,000

9. Budget data:

The budget data presented in these financial statements is based upon the 2019 operating budget approved by Trust Council on March 15, 2018. The following reconciles the approved budget to the budget figures reported in these financial statements.

	Budget amount
Operating budget:	
Revenue	\$ 8,061,135
Less appropriation from surplus	(605,000)
	7,456,135
Expenses	8,061,135
Plus amortization expense	65,000
	8,126,135
Annual deficit	\$ (670,000)

10. Classification of expenses by object:

	2019	2018
Staff salaries and benefits	\$ 4,367,315	\$ 4,232,814
Office operations	1,001,077	963,333
Council and trustee costs	911,090	844,643
Programs	413,775	555,607
Legal	254,716	214,444
Traveling/training and recruitment	171,028	228,305
Elections	140,865	-
Amortization	79,979	76,262
Loss on disposal of Assets	-	16,457
	\$ 7,339,845	\$ 7,131,865

ISLANDS TRUST

Notes to Financial Statements

Year ended March 31, 2019

11. Commitments:

The Trust is committed to leases for rented premises. Minimum future payments in the next five years are as follows:

2020	\$	364,234
2021		330,584
2022		333,680
2023		306,130
2024		243,013

12. Contingent liabilities:

In the normal course of operations, claims for alleged damages are made against the Trust. The Trust records an accrual in respect of legal claims that are likely to be successful and for which a liability amount is reasonably determinable. The remaining claims, should they be successful as a result of litigation, will be recorded when a liability is likely and determinable. The Trust is covered through an independent insurance program against certain claims.

13. Trust activities:

(a) Trust Conservancy:

The Trust pays the administration expenses of The Islands Trust Conservancy (the "Conservancy") which is related through the composition of the Conservancy's Board. The Conservancy is empowered to accept donations, grants and bequests and to hold land and other property in compliance with a plan approved by the Ministry of Municipal Affairs and Housing. The Conservancy's Board is comprised of three members from Trust Council and up to three members appointed by the Minister of Municipal Affairs and Housing.

For financial reporting purposes, the Trust and the Conservancy are reported on separately. These financial statements present the financial position and results of operations of the Trust.

The Conservancy's annual expenses are funded by and reported as part of the Trust in accordance with The Islands Trust Act. These expenses are summarized as follows:

	2019	2018
Operations and Property Management	\$ 485,276	\$ 515,807
Board	18,409	23,098
Administration	165,399	164,046
	\$ 669,084	\$ 702,951

ISLANDS TRUST

Notes to Financial Statements

Year ended March 31, 2019

13. Trust activities (continued):

(b) Cost-recoveries:

The Trust administers trust activities on behalf of development applicants on a cost-recovery basis. These activities are included in cost recoveries and are as follows:

	2019	2018
Cash received during the year	\$ 53,231	\$ 38,381
Cash paid during the year	49,034	29,177

The net payable from development applicants of \$ 27,177 (2018 - \$22,979) is included in cost recoveries on the statement of financial position.

BRIEFING

To: Trust Council **For the Meeting of:** June 19, 2019

From: Julia Mobbs,
Director, Administrative Services, via FPC **Date Prepared:** May 23, 2019

SUBJECT: Bowen Island Municipal Tax Levy Analysis, Part 2

PURPOSE:

To communicate findings of analysis performed regarding the Bowen Island Municipal Tax Levy, and to satisfy the direction received from Financial Planning Committee at their May 29, 2019 meeting as follows:

That FPC forward the [Bowen Island Municipal Tax Levy Analysis, Part 2] briefing, as amended, to TC advising that it agrees with the findings of the report.

BACKGROUND:

At its November 21, 2018 meeting, as a result of increasing pressures from a portion of Bowen Island Municipality councilors and constituents to reduce their tax requisition to Islands Trust, Financial Planning Committee (FPC) made the following resolution:

FPC-2018-023

It was MOVED and SECONDED,

that staff be directed to develop options for calculating the formula for the municipal tax requisition calculation contribution in the Islands Trust budget.

In order to develop and recommend changes to the formula for calculating municipal tax requisitions, staff have undertaken the following approach:

1. Understand the factors in the calculation that are contributing to the increases in the municipal levy;
2. Assess the municipal levy and against levies requisitioned from other Local Trust Areas (LTAs) to determine if the application of the current calculation generates a fair and equitable allocation of tax funding across the Trust area; and
3. Assess whether expenditure allocations are appropriate between federation-wide services and local planning services to ensure the equitable allocation of funds is being applied to an appropriate pool of funds, and if required, develop more appropriate options for calculating the municipal levy as directed by FPC, ensuring any options developed are in keeping with legislated requirements in the Islands Trust Act.

The work of step 1 is complete and findings were reported to FPC at their February 20, 2019 meeting. This briefing addresses step 2 of the above.

For the purposes of this analysis, it is assumed that the impact of the credit received by Trust LTAs for application fees revenue is negligible inasmuch as it would not affect the conclusion of the assessment. This assumption has been made as the increase in fees revenue as a percentage of the general property

tax levy in the 2019/20 year was less than 1%. If incorporated, the effect of this credit from fees would further support the conclusion of this report.

HISTORY

Islands Trust budget history is posted to the Islands Trust [website](#). This history document highlights increases for the general property tax levy and for the BIM tax levy from 1994 to date.

It is important to note that the Islands Trust general tax increase quoted in this document does not include any increases related to Non-Market Change (NMC) in taxable property values. This factor must be taken into account before an appropriate analysis can be conducted. The amounts reflected in the table below have been adjusted so that the impact of NMC is appropriately reflected, creating a more equitable comparison framework:

Table 1: Five-Year Property Tax Levy Changes, General Tax Levy (LTAs) and BIM Tax Levy

YEAR	LTAs			BIM	Difference
	% increase excluding NMC	NMC % increase	TOTAL % increase	BIM % increase (includes NMC)	
2019/20	2.0%	1.0%	3.0%	12.1%	9.1%
2018/19	2.0%	1.0%	3.0%	21.0%	18.1%
2017/18	0.0%	1.0%	1.0%	8.6%	7.6%
2016/17	0.0%	1.0%	1.0%	4.5%	3.5%
2015/16	0.0%	1.0%	1.0%	-0.4%	-1.4%

As clearly indicated, the increases that BIM is experiencing are showing as significantly higher than the increases seen for the remainder of the Trust. It is important to understand however, that the quoted increases for the LTAs is the average increase for all the LTAs combined. Individual increases for each LTA may be more or less than the quoted average that is being compared to the BIM levy. Consequently, the need to break down the levy changes by LTA is also required before an appropriate analysis can be undertaken.

A review of individual LTA changes across the same 5 years shows the following:

Table 2: Five-Year Property Tax Levy Changes, Individual LTAs and BIM

YEAR	DEN	GAB	GAL	GAMB	HORN	LASQ	MAY	N.PEN	SSI	SAT	S.PEN	TH	BIM
2019/20	3%	4%	3%	-1%	-2%	3%	6%	9%	3%	-2%	0%	3%	12%
2018/19	-1%	5%	3%	-2%	7%	-3%	5%	1%	5%	-2%	-2%	-5%	21%
2017/18	1%	1%	2%	0%	-3%	-1%	6%	-2%	2%	-3%	-3%	-4%	9%
2016/17	2%	1%	0%	4%	4%	2%	2%	0%	0%	-1%	-3%	4%	5%
2015/16	-1%	-1%	1%	2%	1%	9%	2%	-5%	4%	-7%	1%	6%	-0.4%

This breakdown of tax levy changes by individual LTA shows that not all LTAs are experiencing the 2% increase (or adjusted 3% increase in Table 1) that is quoted as the increase in the 2019/20 budget, or that is quoted in other years.

Levy information by LTA provides a more appropriate starting point for analysis of determining if the current municipal tax levy calculation is fair and equitable when compared to what other LTAs are paying for the same services.

METHODOLOGY

To determine if BIM is contributing an equitable amount for the portion of the Islands Trust budget they support, the levy received from each individual LTA must be broken into two parts: the portion of the levy related to Local Planning Services (LPS) which can be referred to as the 'planning levy', and the portion of the levy related to Council services and Islands Trust Conservancy (ITC) services which can be referred to as the 'federation-wide levy' - the latter being what BIM contributes to. A comparison of changes to the federation-wide levy year-over-year must be compared to the BIM levy changes year-over-year. This methodology allows for a true comparison of 'apples-to-apples' (or in this case 'levy-to-levy'), and removes the impact of factors such as: credits to the LPS portion of the levy related to LPS work funded from surplus; LPS levy offsets for changes in the composition of the budget (meaning LPS is shrinking as a portion of the Trust budget, while Council and ITC are increasing as a portion of the budget). It does not account for changes in property values across different LTAs, which must be looked at separately.

Below is a summary of the budget 2019/20 property tax levies by LTA, broken into their two sub-levies:

Table 3: 2019/20 Levy Components by LTA

LTA	Federation-wide Levy	Planning Levy	TOTAL LEVY 2020
Denman	53,233	194,668	247,900
Gabriola	196,776	719,594	916,370
Galiano	95,800	350,331	446,131
Gambier	90,691	331,649	422,340
Hornby	73,959	270,460	344,419
Lasqueti	21,795	79,703	101,498
Mayne	98,503	360,216	458,718
North Pender	150,362	549,862	700,224
Salt Spring	568,343	2,078,382	2,646,724
Saturna	34,259	125,282	159,541
South Pender	21,912	80,130	102,042
Thetis	31,260	114,315	145,575
Exec Islands	1,076	3,934	5,010
BIM	329,894	-	329,894
Total Islands Trust Area	1,767,860	5,258,526	7,026,386

FEDERATION-WIDE LEVIES

Analysis of the change in the federation-wide levy, by LTA, from fiscal 2018/19 to fiscal 2019/20 is summarized as follows:

Table 4: 2019/20 Federation-Wide Levy by LTA

LTA	Federation-Wide Levy		
	\$ Change from Prior Year	% Change from Prior Year	Average for LTAs, excluding BIM
Denman	5,172	11%	
Gabriola	21,117	12%	
Galiano	9,519	11%	
Gambier	5,589	7%	
Hornby	3,857	6%	
Lasqueti	2,234	11%	
Mayne	12,318	14%	
North Pender	21,776	17%	

Salt Spring	53,864	10%	
Saturna	1,760	5%	
South Pender	1,530	8%	
Thetis	3,020	11%	
Exec Islands	39	4%	10%
BIM	36,431	12%	
Total Islands Trust Area	178,226		

Based on this data, we can see that the federation-wide levy for all LTAs experienced increases in the 2019/20 budget. Increases range from 5% (Saturna) to 17% (North Pender). These increases correlate with the changes seen year-over-year in the portion of Net Converted Assessment Values (NCAV) that each LTA holds as part of the Trust whole.

PLANNING LEVIES

Analysis of the change in the planning levy, by LTA, from fiscal 2018/19 to fiscal 2019/20 is summarized as follows:

Table 5: 2019/20 Planning Levy by LTA

	Planning Levy		
LTA	\$ CHANGE FROM PY	% CHANGE FROM PY	Average for LTAs, excluding BIM
Denman	1,614	1%	
Gabriola	13,994	2%	
Galiano	3,752	1%	
Gambier	(10,192)	-3%	
Hornby	(11,128)	-4%	
Lasqueti	1,128	1%	
Mayne	14,025	4%	
North Pender	33,351	6%	
Salt Spring	11,792	1%	
Saturna	(5,261)	-4%	
South Pender	(1,741)	-2%	
Thetis	879	1%	
Exec Islands	(230)	-6%	-0.11%
BIM	-	0%	
Total Islands Trust Area	51,982		

The above information shows that planning levies across the Trust area are experiencing much smaller changes than those seen for the federation wide levy. In some cases, the change is a decrease over the year before. As planning costs make up the largest portion of the Islands Trust budget (73% in 2019/20), the impact of the planning levy change has a much greater impact on the weighted average calculation of the overall levy increase/decrease experienced by any given LTA. For this reason, the increases experienced for LTAs, when expressed as a percentage, are much lower than the increase experienced by BIM, when experienced as a percentage.

METHODOLOGY CHECK

The average change in the federation wide levy is 10% in the above analysis. This change accounts for 27% of the general property tax levy (see A below).

The average change in the planning levy is -0.11 % in the above analysis. This change accounts for 73% of the general property tax levy (see B below).

The weighted average of the above two factors generates the following:

A: Impact of federation wide levy change = $27\% \times 10\% = 3\%$ (rounded)

B: Impact of planning levy change = $73\% \times -0.11\% = 0\%$ (rounded).

A + B = 3% (rounded). This 3% is the sum of the quoted 2% tax increase in the approved 2019/20 budget + the 1% NMC that is experienced in the general property tax levy, which agrees to what is seen in Table 1.

Based on this calculation, there is confidence that the rationale applied in this assessment is sound in determining the breakdown between the two components of the levy, and how the two components influence and interact with one another in terms of levy percentage changes year-over-year. We can thus feel assured in saying that Bowen Island does not experience the same benefits of the large impact of the change in the planning levy in the way that the other LTAs do, as the BIM-quoted increase remains as the stand alone federation wide change and is thus subject to greater swings.

CONCLUSION

Based on the above analysis, it does not appear that the municipal levy calculation is generating inequitable levies for municipalities in the Trust area when compared to the federation-wide levy for the other LTAs. This analysis makes the assumption that expenses are correctly allocated between the various areas of function/service within the Trust budget, and is being applied appropriately.

ATTACHMENT(S):

1. Net Converted Assessment Values Information

FOLLOW-UP:

Staff to complete the final step of analysis and contemplate options to amend the municipal tax calculation as appropriate to do so within the confines of the Islands Trust Act. Considerations will be given to allocations of expenses within the Islands Trust budget between areas of function/service, as well as to the impact of ESRI licensing costs on the BIM levy.

Prepared By: Julia Mobbs, Director, Administrative Services

Reviewed By/Date: Russ Hotsenpiller, Chief Administrative Officer/May 24, 2019

For information purposes: Islands Trust Net Converted Assessment Values (property values)

Net Converted assessments, by LTA:

LTC	2017	% of Total LTAs	% of LTCs only
Denman	38,734,373	3.0%	3.71%
Gabriola	141,571,868	11.0%	13.55%
Galiano	69,537,697	5.4%	6.66%
Gambier	68,587,077	5.3%	6.57%
Hornby	56,497,909	4.4%	5.41%
Lasqueti	15,765,258	1.2%	1.51%
Mayne	69,459,824	5.4%	6.65%
North Pender	103,632,978	8.1%	9.92%
SaltSpring	414,641,262	32.3%	39.69%
Saturna	26,192,244	2.0%	2.51%
South Pender	16,426,790	1.3%	1.57%
Thetis	22,759,978	1.8%	2.18%
Exec Islands	835,545	0.1%	0.08%
LTC Total	1,044,642,803	81.3%	100.00%
BIM	240,669,034	18.7%	
Total Islands Trust Area	1,285,311,837	100.0%	

Net Converted assessments, by LTA:

LTC	2018	% of Total LTAs	% of LTCs only
Denman	42,455,180	3.0%	3.7%
Gabriola	156,936,551	11.1%	13.7%
Galiano	76,403,889	5.4%	6.7%
Gambier	72,329,492	5.1%	6.3%
Hornby	58,984,847	4.2%	5.1%
Lasqueti	17,382,387	1.2%	1.5%
Mayne	78,559,644	5.6%	6.9%
North Pender	119,919,628	8.5%	10.5%
SaltSpring	453,275,313	32.1%	39.5%
Saturna	27,322,769	1.9%	2.4%
South Pender	17,475,675	1.2%	1.5%
Thetis	24,931,112	1.8%	2.2%
Exec Islands	857,985	0.1%	0.1%
LTC Total	1,146,834,472	81.3%	100.0%
BIM	263,103,060	18.7%	
Total Islands Trust Area	1,409,937,532	100.0%	

General:

Trust Area Services welcomed Lesley Valour as Acting Senior Policy Advisor.

Policy Statement Amendment project:

The TAS team, supported by a staff-working group, provided a revised engagement plan to the Executive Committee in March. The Executive Committee endorsed the draft plan with amendments and referred it to Trust Programs Committee for comment. Staff also prepared briefings to local trust committees and Bowen Island Municipality seeking feedback on the proposed engagement methods and engagement timing for their jurisdictions. Staff have started organizing some of the proposed engagements. Staff also met with Ministry staff to initiate an inter-agency advisory group comprised of three or four ministries. Staff has also developed key messages, developed a communications plan, and planned for the creation of public facing materials, including video content.

Staff provided an opportunity for Local Planning Services staff to participate in a day of learning facilitated by TAS staff during their June professional development day. The day provided an opportunity for staff to learn about the Policy Statement Amendment Project and discuss the intricacies of interpreting and implementing the Policy Statement. Staff also participated in a mock open house and world café event.

Advocacy:

Roberts Bank Terminal 2 Project Environmental Assessment: Staff drafted a letter from the Chair to the Review Panel Secretariat for the Roberts Bank Terminal 2 Project to provide comments on the marine shipping components of the proposed project. The Chair plans to speak at the public hearing in Victoria.

Climate change: Staff drafted letters from the Chair to the federal and provincial ministers, Islands Trust Area regional districts and Islands Trust Area First Nations as requested by Trust Council in March 2019.

Herring Moratorium request: Staff drafted a letter to the Minister of Fisheries and Oceans and will be circulating it to Islands Trust Area First Nations with an invitation to be a joint signatory.

West Coast Emergency Towing Needs Assessment: Staff drafted a letter to the Canadian Coast Guard with feedback on the draft West Coast Emergency Towing Needs Assessment report.

Communications:

2018/19 Annual Report: The compiling and writing of the Annual Report is a major item for this quarter. With the support of staff from across the organization, a draft is now completed. Once the draft is approved by Trust Council, it will be sent to a designer and then submitted to the Minister of Municipal Affairs and Housing for tabling in the legislature this fall.

Website Rebuild: In partnership with Information Services staff, staff issued a contract for assistance with development of a request for proposals for the new website. Staff also held a technical requirement meetings with key staff. Staff have begun early discussions about developing revised content for the website

News Releases: Staff issued news releases on the approved 2019/20 budget; the Reconciliation Declaration; the Islands Trust Council declaring a Climate Emergency; new bylaws on Salt Spring; the nominations for the Stewardship Awards, and the 45th anniversary of the Trust.

Social Media: We continue to use of Twitter to share relevant information and of interest to our constituents. Our follower numbers are now at 975—still modest but growing. We paid for boosts in support of the Community Stewardship Awards through Twitter and also the Conservancy’s Facebook account. Our most popular non-boosted posts during the period was about upcoming staff hires (978 and 702 impressions) and the sea-level workshop on Bowen (840). Staff are developing plans for the Islands Trust to launch into Facebook in support of the Policy Statement engagement initiative.

Communications Plan: Staff presented the Executive Committee with the outline and proposed content for a strategic communications plan , including SWOT analysis and exploring potential key messages. This plan will support both the website rebuild and the Policy Statement project and help with the delivery of the strategic plan.

Support to LPS: Communications staff continues to provide support to local trust committees and Local Planning Services staff in regards to public facing materials, media requests and preparation of news releases.

Education/Partnership programs:

Community Stewardship Award program: Staff processed the nominations, developed public summaries and provided a briefing and decision materials to Trust Programs Committee and Trust Council.

Baynes Sound/Lambert Channel Learning Exchange: Staff organized a one-day Baynes Sound/ Lambert Channel Learning Exchange with World Wildlife Fund in Royston in March 2019. Staff provided the Trust Programs Committee with a report on the event in May 2019.

Sea Level Rise Workshops: Staff provided the Trust Programs Committee with a report on the Sea Level Rise Workshops held over December – March on Galiano, Salt Spring, North Pender, Lasqueti, Penelakut, and Bowen Island. Trust Programs Committee referred the recommendations section of the report to the Local Planning Committee for review.

Ocean Watch: We continue to contract a minute taker for the Ocean Watch Task Force.

Reconciliation & First Nations Relations:

First Nations meetings: Staff began engagement with Halalt First Nation regarding a protocol agreement, met with Cowichan Tribes staff about the National Marine Conservation Area Reserve proposed for the Southern Strait of Georgia and other concerns, and met with the Capital Regional District staff regarding First Nations engagement and cultural sites.

Reconciliation training: Most staff attended a workshop on Reconciliation on April 3, 2019 led by the Senior Intergovernmental Policy Advisor and the Gabriola office staff (March 5, 2019) and Salt Spring office staff (April 1, 2019) participated in one on one dialogue sessions on Indigenous understanding with the Senior Intergovernmental Policy Advisor. The Senior Intergovernmental Policy Advisor conducted four facilitated workshops on Reconciliation and Indigenous understanding with the Denman Island Local Trust Committee on March 7, 2019, with the Islands Trust Conservancy Board on January 29, 2019, with the Galiano Island Local Trust Committee on May 13, 2019, and with the North and South Pender Islands local trustees LTC on May 27, 2019. As well, the Senior Intergovernmental Policy Advisor held an orientation session for new employees on May 22, 2019.

Conservancy support: The Senior Intergovernmental Policy Advisor and the Acting Conservancy Manager attended a Royal Roads University Land Use Planning and Environmental Program to present on reconciliation and First Nations relationship processes that the Islands Trust is and will be doing.

Local Trust Committees/Bowen Island Municipality support: The following LTCs passed a standing resolution on reconciliation that provides recommendations on engagement, information sharing, cooperative initiatives, and government-to-government dialogue. Denman LTC – February 8, 2019, Gabriola LTC – February 28, 2019, Thetis LTC – April 23, 2019, and Hornby LTC – May 24, 2019.

Reconciliation: Staff have drafted a Reconciliation Action Plan (RAPlan) for 2019-2022 that will be presented to Trust Council in June 2019.



Top Priorities Report

Trust Programs Committee

1. Review the Islands Trust Policy Statement

Responsible

Dates

Implement Policy Statement engagement plan
State of the Islands project

Clare Frater

2. Trust Secretariat

Responsible

Dates

Provide a report to Trust Council with information about the implications of the Islands Trust taking on a secretariat role for the Howe Sound Community Forum that considers the needs of existing and potential regional coordination processes in the Baynes Sound/Lambert Channel and Saanich Inlet regions.

Clare Frater
Russ Hotsenpiller

Rec'd: 20-Jun-2018

3. Amend Crown Land Cooperation Agreements

Responsible

Dates

Engage Bowen Island Municipality and the Province of B.C. in updating and consolidating existing agreements into one. (Consider implications for First Nations relationships.)

Clare Frater

Rec'd: 15-May-2019



ISLANDS TRUST CONSERVANCY REPORT TO TRUST COUNCIL 1st Quarter 2019-2020

COMPLETED SINCE LAST REPORT	PLANNED FOR NEXT QUARTER
1. STRATEGIC PLANNING/ADMINISTRATION	
Created job profile for Covenant Monitoring & Outreach Coordinator and posted position Revised the ITC Meeting Procedures Bylaw Revised and adopted Policy 1.2, Board and Committee Elections Approved terms of reference for the Fund Development Advisory Committee Worked with the Crown Agency and Board Resourcing Office to manage upcoming expiries for three board appointees and to post a notice of position for a new ITC Board appointment Updated ecosystem mapping on internal mapping application (TAPIS) Assisted Administrative Services with annual Islands Trust and Islands Trust Conservancy audit Participated in Chair Training workshop with Eli Mina (ITC Chair and A/Manager) Completed an internal review against the Canadian Land Trust National Standards & Practices	Develop naming protocol for nature reserves and covenants, and revise policy as necessary Draft comprehensive procedure for ITC Land Securement for ITC Board review and consideration Update ecosystem mapping on MapIT Continue to work towards obtaining forage fish mapping for Gabriola and Saturna Complete staff performance reviews
2. COVENANT AND PROPERTY ACQUISITIONS	
Conducted meetings and site visits with several prospective covenant and property donors	Continue to negotiate six covenants (South Pender, Salt Spring, Keats, Thetis & Lasqueti (2)) Continue to negotiate transfer of two properties: Sandy Beach Nature Reserve (Keats), Crystal Mountain (Galiano) Complete transfer, covenant and baseline report for Salish View property

As of June 2019 the Islands Trust Conservancy protects 105 conservation properties, 29 nature reserves and 76 covenants (of which 25 have NAPTEP certificates)



ISLANDS TRUST CONSERVANCY REPORT TO TRUST COUNCIL 1st Quarter 2019-2020

3. COVENANT AND PROPERTY MANAGEMENT	
Completed property monitoring on Bowen, Denman, Hornby, Gabriola, Gambier, Lasqueti, Link, Little D'Arcy, Saturna, Sidney & Thetis islands and began monitoring on N. Pender and Saltspring Finalized and approved the Fairyslipper Forest Nature Reserve Management Plan (Thetis) Added signage to several properties Attended CRD Invasive Species Symposium Attended a Steering Committee meeting for Parks Canada's Forest Restoration Project for Sidney Island, where ITC holds conservation covenants	Management planning continues for the three nature reserves on Gambier and one nature reserve on Thetis Management planning in progress for three management plans on Denman, including the new Valens Brook Nature Reserve Ecological inventory work in progress for Salish View Nature Reserve (Lasqueti) Invasive removal on three protected areas Complete property monitoring on Galiano, North Pender, Saltpring and South Winchelsea islands
4. COMMUNICATIONS	
Issued News Release and social media for the Valens Brook Nature Reserve addition (Denman) Worked with LPS to deliver a Coastal Douglas-fir Toolkit presentation (Galiano) Co-presented with the Senior Intergovernmental Policy Advisor to Royal Roads University's Environment Science Undergraduate Program regarding ITC and work with First Nations. Participated in Saanich Inlet Protection Society roundtable on Forage Fish Completed draft of the ITC Annual Report Worked with Information Services to complete a website discovery project to inform a decision to move forward with an RFP for a new website	Issue news releases and website updates for registered conservation covenants/completed land acquisitions Review ITC website language to include acknowledgement and consideration of First Nations Develop Social Media Procedure in cooperation with Communications Specialist Restructure and re-write web content and source images for a new website
5. FUNDRAISING AND CONSERVANCY SUPPORT	
Sent three e-news updates to conservancy partners and supporters Investigated the new Canada Nature Fund Assisted with grant proposal for Fairyslipper Forest Nature Reserve trail development	Continue to identify grant opportunities for ITC projects, including granting opportunities to facilitate First Nations collaboration

As of June 2019 the Islands Trust Conservancy protects 105 conservation properties, 29 nature reserves and 76 covenants (of which 25 have NAPTEP certificates)

REQUEST FOR DECISION

To: Trust Council

For the Meeting of: June 19, 2019

From: Lisa Wilcox, Senior
Intergovernmental Policy
Advisor

Date Prepared: May 28, 2019

SUBJECT Reconciliation Action Plan (RAPlan) 2019-2022

RECOMMENDATION: That Trust Council approve the Islands Trust Reconciliation Action Plan (RAPlan) 2019-2022.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Development of a Reconciliation Action Plan is in keeping with Trust Councils Reconciliation Declaration. The Action Plan will also provide structure and meaning to our outreach and engagement with First Nations communities and partners over the next number of years.

1 PURPOSE: To provide a Island Trust Reconciliation Action Plan (RAPlan) to Trust Council for approval.

2 BACKGROUND:

On March 14, 2019, Trust Council unanimously passed the Reconciliation Declaration that outlined the commitment to reconciliation that Trust Council would be undertaking into the future. This historic declaration acknowledged the presence of Indigenous peoples within the Islands Trust Area since time immemorial; committed to the processes and policies of reconciliation; and set the stage for the Islands Trust to strive to reach those goals. The declaration provides a narrative document that unpins the efforts and dialogue for reconciliation into the future, and helps define the intent to support the work that will be undertaken at all levels of the organization, community, and with other agencies toward the work of reconciliation.

In order to reach these goals the next step is to provide a clear and comprehensive, measurable path that supports the organization as a whole. A Reconciliation Action Plan provides this outline of how to move forward in a good way. A Reconciliation Action Plan (RAPlan) allows objectives to be measured against the principles, calls to action, and articles of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), the Truth and Reconciliation Calls to Action (TRC) and the Draft Principles that Guide the Province of British Columbia Relationship with Indigenous Peoples (Draft Principles). Without a guiding process outlined in a RAPlan an organization can be subject to “best guesses” versus “best practices”.

The attached RAPlan is a four-year plan, with specific education and training objectives for the first two years. It is intended to create a foundation for the reconciliation work that staff and trustees will undertake into the future, and provides a framework for implementing reconciliation for the organization as a whole. It is key that staff and trustees strengthen and develop the skills

needed to feel confident and supported while initiating and maintaining respectful relationships with First Nations communities. The Plan is intended to ensure that the Islands Trust's efforts to undertake intergovernmental cooperation are founded in best practices and cultural sensitivity and that improvements are enshrined in policies and procedures. Adhering to best practices when working collaboratively towards respective community goals with First Nations and the Indigenous community is fundamental to reconciliation and successful outcomes.

The plan's goal is to ensure that all staff and the organization as a whole have a level of competency and cultural safety sufficient to understand elements of reconciliation, Indigenous rights and title, Indigenous law and protocol, and historically oppressive legislation, policies, and processes that lead to the necessity of the Truth and Reconciliation Commission work. As a government entity, Islands Trust can play a leadership role in providing guidance and demonstrate best practices and principles as part of Canadian society's efforts to reach for meaningful reconciliation and recognition.

On May 8, 2019, the Executive Committee received the draft Islands Trust Reconciliation Action Plan (RAPlan) 2019-2022 for review and comment. At that time, EC endorsed the draft RAPlan and referred it to Trust Programs Committee (TPC), Local Planning Committee (LPC) and Island Trust Conservancy (ITC) for comment and review.

- May 15, 2019: Trust Programs Committee (TPC)
 - Received report and had favourable comments
- May 21, 2019: Islands Trust Conservancy (ITC)
 - **ITC-2019-018**
It was MOVED and SECONDED, that the Islands Trust Conservancy Board direct staff to develop a specific draft reconciliation declaration and action plan for the Islands Trust Conservancy. CARRIED
- May 23, 2019: Local Planning Committee (LPC)
 - Received report and had favourable comments

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The recommendation does not require displacement of existing assignments. It will require that all trustees and staff commit to learning and changing.

FINANCIAL: None at this time. Some items within the RAPlan will require a revised 2020/2012 budget submission, and may require funding in future budget years.

POLICY: None at this time.

IMPLEMENTATION/COMMUNICATIONS: The Senior Intergovernmental Policy Advisor will lead the implementation of the plan. She will also support the Conservancy in developing a separate but complementary plan.

FIRST NATIONS: The RAPlan is informed by Coast Salish knowledge, UNDRIP, and the TRC. The RAPlan is a living document that may be changed or adjusted as best practices and guiding principles are developed in relation to Reconciliation. The RAPlan is informed by the Senior Intergovernmental Policy Advisor's professional expertise, education, and cultural teachings from Elders, Hereditary Chiefs, Indigenous community members, and academia.

OTHER: The action plan is informed by peer-reviewed methodology in race relations, organizational change management, and crucial systemic change processes.

- 4 **RELEVANT POLICY(S):** First Nation Engagement Principles Policy
<http://www.islandstrust.bc.ca/media/342128/firstnationsengagementprinciples.pdf>
- 5 **ATTACHMENT(S):** Island Trust Reconciliation Action Plan (2019-2022)
-

RESPONSE OPTIONS

RECOMMENDATION: That Trust Council approve the Islands Trust Reconciliation Action Plan (RAPlan) 2019-2022.

Alternative:

- 1) Request that staff amend the Islands Trust Reconciliation Action Plan (RAPlan) 2019-2022 and return it to Trust Council at its next meeting;
 - 2) Do not approve.
-

Prepared By: Lisa Wilcox, Senior Intergovernmental Policy Advisor

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 29, 2019
 David Marlor, Director, Local Planning Services/May 30, 2019
 Russ Hotsenpiller, CAO/May 30, 2019
 Executive Committee/June 5, 2019

*Reconciliation Action Plan
2019 – 2022*



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Statement from Trust Council

On March 14, 2019, Trust Council, on Gabriola Island, unanimously passed the Reconciliation Declaration:



The Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and honours the rich history, stewardship, and cultural heritage that embody this place we all call home.

The Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous peoples. Islands Trust states a commitment to Reconciliation with the understanding that this commitment is a long-term relationship-building and healing process.

The Islands Trust Council will strive to create opportunities for knowledge-sharing and understanding as people come together to preserve and protect the special nature of the islands within the Salish Sea.

Adopted: March 14, 2019 Trust Council on Gabriola Island

This historic declaration acknowledged the presence of Indigenous peoples within the Islands Trust Area since time immemorial; committed to the processes and policies of reconciliation; and set the stage for the Islands Trust to strive to reach those goals. The declaration provides a narrative document that underpins the efforts and dialogue for reconciliation into the future, and helps define the intent to support the work that will be undertaken at all levels of the organization, within the community, and with other agencies toward the work of reconciliation.

The following Reconciliation Action Plan (RAPlan) will outline ways to support the Reconciliation Declaration in the years to come.

Acknowledgement

The Islands Trust acknowledges the traditional and treaty territories of the Coast Salish Peoples, on whose lands and waters the Islands Trust works and lives.

Terminology

The terms Aboriginal, Indigenous, First Nations, status and non-status, Nation, band, membership, et al. are used interchangeably throughout this document, according to context. Aboriginal is used in the context of historical legal terminology. Terms used are not exclusive and do not encompass or describe the rich history, culture, language, or protocol that is the depth of Indigenous law, naming, place,

knowledge, peoples and/or traditional ways of knowing. Islands Trust acknowledges that its understanding and knowledge base is limited and that this is a living document subject to change and learning and will be informed and made aware by Indigenous perspectives and interests into the future.

Introduction

The Islands Trust strives to be a progressive and thoughtful organization that from its creation in 1974 has attempted to uphold and govern based on the principles of the *Islands Trust Act* to preserve and protect the unique amenities and environment of the lands and waters of the Salish Sea. The Islands Trust Area boundaries reside within Coast Salish territory. First Nations have a vital, long-standing and future-looking interest in the environment of their traditional territories and treaty lands. Indigenous people used and occupied the various islands located within the Islands Trust Area for all time and maintain rights and title over their territories. First Nations have always maintained a holistic vision for their territories and treaty lands that encompass the Salish Sea. First Nations express concerns related to loss of access to resources, concerns about pressures on ecosystems, and opportunities and issues related to ecosystem recovery and sustainability.

Islands Trust supports Reconciliation, including engagement and education within the community as part of a larger Canada-wide Reconciliation process. Reconciliation requires a fundamental re-imagining and reframing of the individual and collective relationships we hold with Indigenous and non-Indigenous people based upon our shared history - a process that will span multiple generations.

Islands Trust confirms a foundation for intergovernmental cooperation and mutual support to work collaboratively towards respective community goals and objectives with First Nations and the Indigenous community. Through future protocol agreements and MOUs, Islands Trust hopes to establish processes to share information and engage government to government on matters of shared community interest with First Nations.

Vision

Islands Trust bodies seek to support and preserve relationships that will create vibrant communities working together for the protection of the islands and waters for all through policies, processes, and governance models.

Guiding Principles

This Islands Trust Reconciliation Action Plan is based on the following principles:

[Islands Trust First Nations Engagement Principles Policy](#)

- Policy F.4.c: commit to supporting the development of a Reconciliation Action Plan.

[Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples](#) (relevant Principles)

- 2. The Province of British Columbia recognizes that reconciliation is a fundamental purpose of section 35 of the *Constitution Act, 1982*.
- 3. The Province of British Columbia recognizes that the honour of the Crown guides the conduct of the Crown in all of its dealings with Indigenous peoples.

- 5. The Province of British Columbia recognizes that treaties, agreements, and other constructive arrangements between Indigenous peoples and the Crown have been and are intended to be acts of reconciliation based on mutual recognition and respect.
- 9. The Province of British Columbia recognizes that reconciliation is an ongoing process that occurs in the context of evolving Crown-Indigenous relationships.
- 10. The Province of British Columbia recognizes that a distinctions-based approach is needed to ensure that the unique rights, interests and circumstances of Indigenous peoples in B.C. are acknowledged, affirmed, and implemented.

United Nations Declaration on the Rights of Indigenous Peoples (relevant Articles)

- Article 8
 - 1. Indigenous peoples and individuals have the right not to be subjected to forced assimilation or destruction of their culture.
 - 2. States shall provide effective mechanisms for prevention of, and redress for:
 - (a) Any action which has the aim or effect of depriving them of their integrity as distinct peoples, or of their cultural values or ethnic identities;
 - (b) Any action which has the aim or effect of dispossessing them of their lands, territories or resources;
 - (c) Any form of forced population transfer which has the aim or effect of violating or undermining any of their rights;
 - (d) Any form of forced assimilation or integration;
 - (e) Any form of propaganda designed to promote or incite racial or ethnic discrimination directed against them.
- 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.
 - 2. States shall provide redress through effective mechanisms, which may include restitution, developed in conjunction with indigenous peoples, with respect to their cultural, intellectual, religious and spiritual property taken without their free, prior and informed consent or in violation of their laws, traditions and customs.
- Article 19
 - States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative institutions in order to obtain their free, prior and informed consent before adopting and implementing legislative or administrative measures that may affect them.
- Article 27
 - States shall establish and implement, in conjunction with indigenous peoples concerned, a fair, independent, impartial, open and transparent process, giving due recognition to indigenous peoples' laws, traditions, customs and land tenure systems, to recognize and adjudicate the rights of indigenous peoples pertaining to their lands, territories and resources, including those which were traditionally owned or otherwise occupied or used. Indigenous peoples shall have the right to participate in this process.
- 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

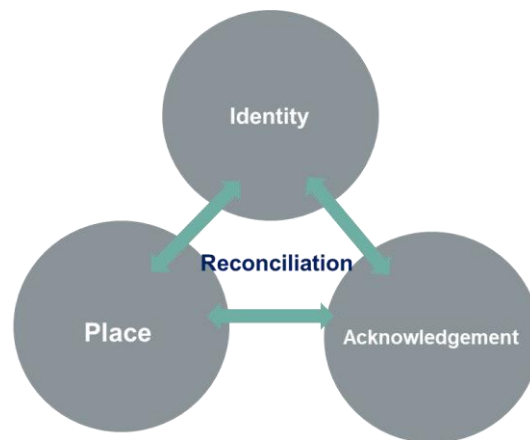
- implement assistance programmes for indigenous peoples for such conservation and protection, without discrimination.
- 2. States shall take effective measures to ensure that no storage or disposal of hazardous materials shall take place in the lands or territories of indigenous peoples without their free, prior and informed consent.
 - 3. States shall also take effective measures to ensure, as needed, that programmes for monitoring, maintaining and restoring the health of indigenous peoples, as developed and implemented by the peoples affected by such materials, are duly implemented.
- 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. States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative institutions in order 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.
 - 3. States shall provide effective mechanisms for just and fair redress for any such activities, and appropriate measures shall be taken to mitigate adverse environmental, economic, social, cultural or spiritual impact.

Truth and Reconciliation Commission: Calls to Action (relevant Calls to Action)

- #47: We call upon federal, provincial, territorial, and municipal governments to repudiate concepts used to justify European sovereignty over Indigenous peoples and lands, such as the Doctrine of Discovery and *terra nullius*, and to reform those laws, government policies, and litigation strategies that continue to rely on such concepts.
- #57: We call upon federal, provincial, territorial, and municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the *United Nations Declaration on the Rights of Indigenous Peoples*, Treaties and Aboriginal rights, Indigenous law, and Aboriginal-Crown relations. This will require skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism.

The Branches of the Reconciliation Action Plan

The components of reconciliation support each other and link to the guiding principles that form the basis of this RAPlan:



- Identity – learning about identity is based on the principles of Coast Salish and Indigenous introductions in which people begin by saying “who they are, and where they come from”. This connects a person to place, and acknowledges their heritage and name, the history of their family, and the importance of their lineage. It is also based on the principles that when we learn about ourselves we are more open to understanding and learning about others. Realizing that change and awareness comes from within and that strategies and materials must help people identify themselves and others and to develop skills to facilitate change within their society and community through the process of knowing who they are.

This component recognizes:

- Draft Principles of BC #3
- TRC #47
- Place – In this place we all call home we recognize the need for respect and commit to caring for this place through processes of reconciliation, relationship building, and healing. We also recognize that as a federation of local governments guided by legislation and policy, Islands Trust works in cooperation with First Nations, other government bodies, organizations, communities, and people. The jurisdiction of Islands Trust covers islands and waters that have been home to Indigenous peoples since time immemorial and that over time the understanding of legislation, acts, and policy and have changed, and will change over time. Case law, UNDRIP, TRC, and other decisions, amendments, and commitments by government and society as a whole have and will change and shape the past, present, and future understanding of nation to nation, government to government, and individual to individual interactions.

In review of its role, Islands Trust recognizes that the following components apply to the organization in relation to lands and waters under its jurisdiction:

- Islands Trust First Nations Engagement Plan policy F.4.c.
 - Draft Principles of BC #2
 - UNDRIP Article 11
 - UNDRIP Article 19
 - UNDRIP Article 27
 - UNDRIP Article 29
 - UNDRIP Article 32
 - TRC #47
-
- Acknowledgement – Islands Trust Council through its commitment to reconciliation acknowledges the importance of training, recognition, and awareness. Components of this process include acknowledgement of place and history, along with culture competency and cultural safety training for the organization. As well, through discussions with the Indigenous community, trustees and staff have become aware of the duty to provide education to the general public and constituents on the history and narrative of the islands and waters within the Islands Trust Area. Through its Reconciliation Declaration, Islands Trust Council also acknowledges that Trust bodies must ensure that affiliations and partnerships uphold the principles of reconciliation in their interactions.

Islands Trust recognizes the following components apply in its fulfillment of acknowledgement:

- UNDRIP Article 8
- TRC #57

Islands Trust bodies has a very important role to play in reconciliation as one of the few government bodies with a mandate to preserve and protect the area within which it governs. Reconciliation is a way forward together. Reconciliation recognizes and acknowledges the dignity and well-being of everyone, not just some, and provides methodology and processes that create paths of respect, partnership, and collaboration. Reconciliation will require a fundamental shift in processes, education, and relationships through the recognition and acknowledgement of past flawed legislation, history, bias, prejudice, and racism.

Goals, Action Items, Timelines, and Leads

1. Education/Training - Cultural Competency, Cultural Safety – 2-year Plan		
Goal/Action Item	Timeline	Leads
1.1 One to One Dialogue Sessions – to allow staff and trustees to discuss core concerns related to reconciliation, work, society, and other issues related to Indigenous understanding Participants: all staff & trustees	- Gabriola Office – March 5, 2019 – 5 staff, 2 trustees attended - Salt Spring Office – April 1, 2019 – 6 staff, 1 trustee attended - Victoria Office - May to June 2019	SIPA
1.2 Facilitated Workshop – in-depth discussion on the role of leaders in reconciliation work; understanding what land means to First Nations; legislative oppression, and legal cases; and the timeline to reconciliation past, present, and future Participants: senior staff and trustees	- Denman LTC – March 7, 2019 – 2 trustees and Chair attended - Islands Trust Conservancy Board – January 29, 2019 - 5 Board members and Manager - Galiano LTC – May 13, 2019 - North & South Pender LTC – May 27, 2019 2019-2020 – additional workshops at the request of Islands Trust bodies	SIPA
1.3 All Staff Learning Session – session one – introduction to concepts of identify, place, and acknowledgement, brief history of oppressive legislation, and the role we have in reconciliation work Participants: All staff	Session One – April 3, 2019 – 45 staff attended	SIPA
1.4 Gathering to Learn About the Past – Residential School – session two - Truth and Reconciliation Calls to Action #57¹ calls upon all levels of government to provide education to public servants on the history and legacy of residential schools. Presentation of the TRC Report and discussion on what this means and how this learning will inform our work. Completion of this component of learning is fundamental to reconciliation. Participants: All Staff	2019-2020	SIPA

¹ TRC Calls to Action #57: We call upon federal, provincial, territorial, and municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Aboriginal-Crown relations. This will require skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism.

1.5 Learning about the Land – The importance of place. Two sessions - Facilitated workshop on land use, management, planning, and Indigenous understanding of the land. Review of crown land co-management agreements, parks agreements, cultural, spiritual, and sacred place understanding. Review of challenges and documents to inform perspectives. Participants: CAO, Directors, Managers, & Planners	• 2019	• SIPA
1.6 Speaker Series - year 2 Speakers to present a one-hour session on various topics that are relevant to the work done by Islands Trust, reconciliation, traditional knowledge, and other topics.	• 2020	• SIPA • Speakers/Knowledge Holders
1.7 Lunch & Learn Series – year 2 This series will provide lunch. Staff and trustees can attend to learn about a specific topic that they might all decide on (through voting) eg: Learn about Cedar, Learn about Weaving.	• 2020	• SIPA
1.8 Indigenous Learning Series – year 2 - This series will take staff and trustees out onto the land to learn about various topics, as well as interactive session such as drum making, weaving a headband, cedar weaving, plant knowledge and storytelling and other topics.	• 2020	• SIPA • Presenters
1.9 New Employee Orientation – Develop employee orientation materials and include as part of standard orientation process.	• May 22, 2019 – 4 staff • Beginning in June 2019 and ongoing as needed	• SIPA • HR team
1.10 Annual Employee Performance Development and Development process –amend the required training list to include at least one course/session on Indigenous issues/culture.	• May 2019	• HR team • SIPA

1.11 Monthly Learning Series – develop a learning series in the form of a video, reading material, TV show, etc. on Coast Salish or other Indigenous learning that provides in-depth understanding of particular topics.	On-going	- SIPA - Communication Specialists - Programs Coordinator
1.12 External Presentations/Education – when invited or requested will present the work and processes that Islands Trust is undertaking.	- April 29, 2019 – Presentation to Royal Roads University Land Use and Environmental Planning class – 38 participants - As requested	- SIPA - Other staff
1.13 Indigenous Law/Protocol – speaking and learning about current Indigenous law issues and how that relates to the Islands Trust. Participants: Trustees, Directors, Managers, CAO	2019 and 2020	- SIPA - Guest speaker

Training and education should be based on the following principle:

EAGLE – Learning to Soar

The EAGLE Engagement Process stands for:

- Engaging – we come together to engage and learn from each other.
- Acknowledging – we acknowledge that we have lots to learn and offer.
- Gathering – we gather together to support each other.
- Learning – we recognize that learning is a life-long process.
- Excelling – when we come together to learn we excel in the work we do and as individuals.

The purpose of EAGLE is to create confidence and understanding for all staff and trustees within Islands Trust. Training is positive based and is done on principles of safe spaces and healing. The methodology is based on the concept of all peoples being in the canoe together and learning to paddle as one. Participants will receive a small paddle for each increment of the training process and will receive acknowledgement on their progress based on Coast Salish protocol.

2. Standardization of Reconciliation Standing Resolutions		
Goal/Action Item	Timeline	Leads
The intent of standing resolutions is to provide guidance and frameworks for work done by Local Trust Committees and staff. Standardization of this process into a common standing resolution creates a consistent and manageable process that is	- Denman LTC – Feb 7, 2019 - Gabriola LTC – Feb 28, 2019 - Thetis LTC – April 23, 2019 - Hornby LTC – May 24, 2019	- SIPA - Regional Managers

success-based and positive. The timeline for processes is non-linear and not deadline-based. It intends to lessen the demand on First Nations to act, provide resources, or to engage particularly in demands of time, and limited resources. The resolution also recognizes the educational and learning components of the TRC and UNDRIP principles and allows trustees, staff and the community time to learn about reconciliation as part of the process of cultural competency.		
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Reconciliation Standing Resolution text:

Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), Draft Principles that Guide the Province of British Columbia’s Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to:

- a) **Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities;**
- b) **For various Local Trust Committee meetings, invite First Nations to attend meetings; as well as, provide a traditional welcome to their territory if they would like;**
- c) **Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations’ cultural heritage and history;**
- d) **Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols;**
- e) **Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations’ traditional territories within the Islands Trust Area.**

3. Policy & Procedures – 4-year Plan		
Goal/Action Item	Timeline	Leads
3.1 Policy Statement and <i>Islands Trust Act</i> – development of engagement process and implementation to create an inclusive Policy Statement and <i>Islands Trust Act</i> that is reflective of history, acknowledgement, and reconciliation.	Ongoing	- SIPA - CAO & Directors - Regional Managers - TAS Team
3.2 Land Use Planning – Local Trust Committees and Local Planning Services should, and Bowen Island Municipality is encouraged to, strive to incorporate Indigenous perspectives, knowledge, stewardship, and understanding into their land use planning and management plans. Islands Trust management will ensure that planning staff are trained in this area and that the methodology regarding land use planning aligns with the Planning Associations commitment to Reconciliation, along with the TRC and UNDRIP. Land use decisions must be informed by First Nations core concerns and knowledge and be reflective of preserving and protecting Indigenous cultural heritage and sacred sites.	2019 - 2020	- SIPA - Directors - Regional Managers - Managers - Planners
3.3 Marine Use Planning – Strive to incorporate Indigenous marine use planning into its advocacy work, zoning, and foreshore reviews. Create understanding around rights related to marine harvesting and use are preserved and protected.	2019-2022	- SIPA - Directors - Regional Managers - Planners
3.4 Cultural Sites Preservation & Protection – Islands Trust staff will develop a comprehensive cultural site preservation and protection procedure for review by First Nations and provincial agencies within the Islands Trust Area. This will include understanding of cultural sites, repatriation of	2019-2022	- SIPA - Director - Regional Managers - Planners

remains, protection and preservation of sites, middens, and heritage. Islands Trust staff will work with other agencies to ensure that the process is comprehensive and cooperative with possible elements of enforcement.		
3.5 Review of Current Initiatives – Staff will undertake a gap analysis for current initiatives to identify if any processes or initiatives require changes to be more inclusive and reflective of reconciliation. Example: Stewardship award criteria.	• 2019-2020	• SIPA provide staff reports
3.6 Database – development of a contact information database for use by staff, trustees. Format to be determined.	• Developed in October 2018 in excel format • On-going	• SIPA • Directors • IT Staff

4. Cultural, Naming & Recognition Work – 4-year Plan		
Goal/Action Item	Timeline	Leads
4.1 Naming and Recognition – over time Islands Trust Council and local trust committees will work with First Nations communities and councils to recognize and acknowledge traditional names and placenames for islands, areas, locations, plants, species, etc. Once a name has been identified and confirmed by a First Nation, Islands Trust Council and local trust committees will attempt to incorporate placenames and use Indigenous languages where possible.	• 2020-2022	• SIPA • CAO & Directors • Regional Managers • Planners • Individual LTCs • Advocacy Groups
4.2 Signage – over time Staff will work with Trust bodies and First Nations to recognize and acknowledge First Nations territory and treaty areas with First Nations language, logos, signage, and placenames that is supported by First Nations Chief and Councils where possible.	• 2020-2022	• SIPA • Advocacy Groups • Individual LTCs • Regional Managers • Planners

4.3 Cultural and Archaeological Acknowledgement - Islands Trust bodies will acknowledge the presence and importance of cultural and archaeological locations identified through meetings with First Nations and through the TAPIS mapping system. Staff reports will be reflective of cultural and archaeological areas and will ensure that best practices are incorporated into reporting decisions.	• 2019-2022	• SIPA • Directors • Planners • Regional Managers
4.4 Cultural and Sacred Site Protocol – Staff will create a protocol for management of cultural and sacred sites (including archaeological sites). The protocol will include design of referrals (see 3.2/3.4) to inform First Nations on cultural and sacred site potential, assessment based on core concerns and knowledge, best practices to incorporate for cultural and sacred site areas, First Nations protocol knowledge related to these sites, basic knowledge on how to interact with other agencies and homeowners, and document management and templates development.	• 2019-2022	• SIPA • Regional Managers • Planners

5. Liaison and Engagement with First Nations & Others		
Goal/Action Item	Timeline	Leads
5.1 Crown Agreements – Islands Trust Council and Bowen Island Municipality will work with ministries to integrate various crown agreements into one cooperative agreement to improve ways of working together and improve communications and sharing of engagement processes related to Crown land and lands subject to aboriginal rights and title, including treaty and traditional territories.	• 2020	• SIPA • CAO & Directors • Bowen Island Municipality • Other Ministries

5.2 Community to Community Engagement – staff and trustees will work with communities and with individual LTCs to create greater understanding and education around the history and rights of Indigenous peoples and First Nations within the Islands Trust Area. All trustees and staff will collectively ensure that meetings are respectful and that core concerns related to First Nations are reflected in the work that is presented for decision-making.	• 2019-2022	• SIPA
5.3 Regional Districts & Islands Trust – staff will request to meet with Capital Regional District on a quarterly basis to coordinate initiatives and policies that involve mutual core concerns related to First Nations within the two agencies jurisdictions. Staff will begin process with CRD and expand this initiative to other regional districts in time.	• 2019-2022	• SIPA • CRD Staff
5.4 Ministry Indigenous Relations and Reconciliation (MIRR) & Islands Trust – Islands Trust Council and staff will seek to create a stronger relationship with MIRR and other ministries to collaborate on First Nations engagement principles, best practices, learning, and consultation requirements.	• 2020-2022	• SIPA • Directors
5.5 First Nations & Islands Trust – Islands Trust staff will meet and work with First Nations to identify core concerns, work together to understand policy and process concerns, and work to align First Nation core concerns with concerns of the general public.	• On-going	• SIPA • Directors • Planners • Trustees
5.6 Treaty Table – Islands Trust Council and management team will coordinate with other ministries and agencies to improve communications regarding treaty negotiations and land selection	• 2020-2022	• SIPA • Directors • Planners

that may require Islands Trust zoning and by-law processes.		
5.7 Advocacy – Islands Trust, when seeking to partner or work with advocacy groups, will ensure that those advocacy groups meet a standard of engagement with First Nations and have an understanding of reconciliation and best practices related to aboriginal rights and title. Islands Trust Council will ensure that when working with advocacy groups, those advocacy groups have an understanding of reconciliation, TRC Calls to Action, or UNDRIP. SIPA will work to provide guiding principles related to this initiative.	• 2019-2020	• SIPA • Directors
5.8 Protocol Agreements – Staff will develop a plan for implementing the two existing protocol agreements and to revitalize and develop new protocol agreements with other First Nations that would like to develop this process. The purpose of protocol agreements should be to seek ways of developing knowledge and technology sharing between a First Nation and Islands Trust as well as creating better communications, community relations, and understanding about core concerns.	• Snuneymuxw December 4, 2008 • Lyackson First Nation August 21, 2000 • Halalt First Nation – in progress	• SIPA • CAO • Directors • Executive Committee • Trust Council

6. Communications and Messaging		
Goal/Action Item	Timeline	Leads
6.1 Creation of Public Materials – development of storyboards that provide education and acknowledgement of Indigenous treaty, traditional territories, and rights within the Islands Trust Area to be made available (format to be determined) to each LTC and available for display at meetings.	• 2019	• TAS Team • LTCs

6.2 Webpage – ensure website is reflective of reconciliation and acknowledgement messaging. On-going updates process to be developed for Events & News.	Initial review and changes completed April 17, 2019	- SIPA - Directors - Lori Foster - Maple Hung
6.3 News Releases – territorial or treaty area acknowledgement incorporated into news releases.	Begun on April 6, 2019	- SIPA - Communications Specialists
6.4 On-going review - on-going review of reports, briefings, or other writing to assist with understanding of bias or prejudice in language.	As needed	SIPA

Cultural Working Group

A Cultural Working Group will be formed to liaison with homeowners, communities other agencies, and First Nations in the event of cultural items being found, ancestral remains being found, or sensitive issues related to heritage. The Working Group will operate using an incident management methodology as appropriate. The Cultural Working Group members will be trained in Coast Salish cultural site and sacred site protocol and concerns so that they are able to interact, liaison, provide assistance and understanding, as well as create opportunities for communications and support for First Nations, other agencies, homeowners, or the public. The roles are diplomatic and assist with lessening the loss of trust that has arisen in the past in relation to cultural heritage, cultural understanding, and cultural competency.

7. Cultural Working Group		
Goal/Action Item	Timeline	Leads
7.1 Cultural Working Group formation – determine who within Islands Trust would be suitable members of a cultural committee.	2019-2022	- SIPA - Directors - Trustees
7.2 Cultural Working Group Training – members of the cultural committee would be trained in understanding of cultural heritage, sacred sites, protocol, repatriation of remains, cultural safety, and competency, and challenges.	2020	- SIPA - Chief
7.3 Incident-based Liaison – members of the cultural working group would manage issues as they arise working with LTCs, Planners, homeowners, other agencies, and First Nations.	On-going	Members of Cultural Committee

Conclusion

The intent and commitment of this Reconciliation Action Plan is a willingness to work in new ways and to take the time needed to implement reconciliation at an organizational level. Taking responsibility for reviewing methodologies, having conversations, and developing new processes and policies is a key aspect of change management. Realizing that reconciliation work is not a checklist or a conventional assessment process with time-lined outcomes is important. Part of the success of reconciliation is to act on the commitment with an open heart and mind and to embrace the challenges and value of working together. The principles of reconciliation are clear in the work of the Truth and Reconciliation Commission, and of the United Nation Declaration on the Rights of Indigenous Peoples. These principles provide a roadmap of how to journey forward in conjunction with the work that had been undertaken by the Islands Trust and the Province of BC in the past few years.

An important aspect of this process is to realize that reconciliation is a learning and healing process and that it is supported by two fundamental features: the work that is required internally within an organization; and the work that is done externally by society, by governments, and by individuals. The responsibility of reconciliation does not lie with Indigenous people alone but rests with the many layers of Canadian society and organizations. Given this understanding, the RAPlan is phased over a 4-year timeframe.

Phase One could be termed “learning who we are and where we come from”. Phase One involves developing internal competencies and education to empower and develop staff and organizational knowledge and skills. Phase One recognizes the important requirement of UNDRIP and the TRC Calls to Action of learning about Indigenous history, residential schools, Indigenous land and laws. Phase One also begins the internal processes of reviewing current policies and processes in juxtaposition to reconciliation, TRC Calls to Action, UNDRIP, and the Draft Principles Province of BC.

The goal is to ensure that all staff and the organization as a whole has a level of competency and cultural safety to understand elements of reconciliation, Indigenous rights and title, Indigenous law and protocol, and historically oppressive legislation, policies, and processes that lead to the necessity of the Truth and Reconciliation Commission work. Islands Trust, as a government entity, provides guidance and demonstrates best practices and principles as Canadian society reaches for meaningful reconciliation and recognition.

Phase One also ensures that the work required to reach a certain level of knowledge and understanding is not placed on Indigenous peoples. Hence, reviews and training will seek external resources at year 2 to ensure that the burden of education and awareness is not unduly placed on Indigenous people in year 1. Phase One allows for determination and review in preparation of Phase Two implementation.

Phase Two is the implementation phase. With staff and the organization at a place of awareness after year one we reach out to begin the elements “gathering together to share knowledge and understanding”. Staff and the organization as a whole will feel confident in understanding how to learn about First Nation core concerns, how those concerns are incorporated into the work we do and how we are supported in the work we do as an organization.

Phase Two will include the implementation of process and policies that meet the needs and engagement best practices of First Nations, and will see the development of cooperative process for Indigenous and

non-Indigenous communities. The Islands Trust as an organization will in Phase Two build on the foundational work that has been undertaken toward reconciliation and will strive to build trust and demonstrate their commitment to the long-term relationships needed to facilitate reconciliation. Phase Two will see the development of procedures to support long-term reconciliation process through protocols, agreements, engagement processes, and change management.

Phase Two ensures that support to Local Trust Councils is facilitated to assist them in the work they endeavor. The principle will be to hear, advise, reflect and comment while building and developing the foundational work of the Islands Trust as a whole.

The journey of reconciliation is one in which we commit to work within a context and framework that is inclusive, respectful, and humble. Realizing that for generations processes and policies have brought us to a place in which we recognize the damage, harm, and failure of division, racism, prejudice, and stereotypes, we strive to find ways of coming together. Reconciliation Action Plans are a way of setting the terms of reference for how we will move forward as an organization, and provide the support that is needed for individuals to do their best work.

The Reconciliation Action Plan (RAPlan) will be an evolving process and a living document that is fluid to the reality of First Nations, staff, Trustees, and communities of the Islands Trust Area. The purpose is to be present to the cultural, historical, and modern realities of Indigenous peoples and to build and nurture the places we call home, and the places we work.

REQUEST FOR DECISION

To: Trust Council

For the Meeting of: June 18, 2019

From: Executive Committee

Date Prepared: May 28, 2019

SUBJECT: 2018/19 DRAFT ANNUAL REPORT

RECOMMENDATION:

That the Islands Trust Council approves the 2018/19 Draft Annual Report (as amended) for submission to the Minister of Municipal Affairs and Housing.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Under the *Islands Trust Act*, Trust Council has the authority to approve the draft annual report before forwarding to the minister responsible for the Islands Trust.

-
- 1 **PURPOSE:** To gain approval of the 2018/19 annual report text in order to meet legislative requirements for annual reporting.
 - 2 **BACKGROUND:** At its April 17, 2019 meeting, the Executive Committee approved the format and outline of the 2018/19 Annual Report.

Each local trust committee and each standing Council committee reviewed and approved their sections at recent meetings. Some local trust committees have yet to approve their sections. As is past years, staff will incorporate these reports after Trust Council has approved the report.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Preparation of the Islands Trust Annual Report is coordinated by Trust Area Services communications staff, reporting to the Executive Committee, and is consistent with the Trust Council's [Annual Report Policy 6.10.i](#).

FINANCIAL: Annual communications budget.

POLICY: Trust Council's Annual Report Policy 6.10.i. gives the Executive Committee responsibility for developing the outline, format, and template for all sections, and to ensure a consistent standard that meets legislative and other requirements for an annual report. Under Annual Report Policy 6.10.i Trust Council approves the Annual Report.

IMPLEMENTATION/COMMUNICATIONS: Preparation of the Islands Trust Annual Report is coordinated by Trust Area Services staff, reporting to the Executive Committee. Once approved, and upon receipt of the Auditor's Financial Statements, this report will be copy edited and then formatted for printing and web-publishing, and sent to the Minister responsible for the Islands Trust along with other recipients listed in Policy 6.10.i.

FIRST NATIONS: None.

OTHER: None.

4 RELEVANT POLICY(S): This approach complies with Section 19 of the *Islands Trust Act* and Trust Council's Annual Report Policy 6.10.i.

5 ATTACHMENT(S): Draft 2018/19 Annual Report.

RESPONSE OPTIONS

Recommendation: That the Islands Trust Council approves (as amended) the Draft 2018/19 Annual Report for submission to the Minister of Municipal Affairs and Housing.

Alternative: None.

Prepared By: Andrew Templeton, Communications Specialist

Reviewed By/Date: Clare Frater, Trust Area Services Director, May 31, 2019
Russ Hotsenpiller, Chief Administrative Officer, May 31, 2019
Executive Committee, June 6, 2019

Islands Trust

2018/19 Annual Report

Cover image & Logo

Reconciliation Declaration inside front cover.

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Appendix A: Strategic Plan 2014–2018 – report, up to March 2019 will be added

Appendix B: Islands Trust Financial Statements – to be added in June once approved by TC

Appendix C: Islands Trust Fund Financial Statements – to be added in June once approved by TC

Message from the Islands Trust Council Chair

This annual report covers an election period—local elections were held in October 2018—and, appropriately, a theme of change and renewal is apparent in the composition of the new council.

After the election, we had 14 new trustees join us. I want to thank those trustees from the previous council, who worked so hard to help the Islands Trust towards its preserve and protect mandate on both the local and regional level.

In March, right at the end of the 2018/19 year, the Islands Trust Council made two significant declarations: one on Reconciliation, the other on the growing climate change emergency. By building on work the Islands Trust has already undertaken, both declarations represent a clear statement of purpose for the future. Both declarations were passed unanimously and represent our response to two issues that, I believe, will define the work of this Council.

The declaration regarding Reconciliation begins with an acknowledgement that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial. The Islands Trust honours the rich history, stewardship, and cultural heritage of Coast Salish peoples—now and into the future. The declaration also outlines the commitment the Islands Trust has to the process of Reconciliation. The declaration sends an unequivocal message that will guide and underpin the work we do towards Reconciliation and relationship building with First Nations and communities in the Trust Area. The Reconciliation process is giving us a deeper understanding of the history of this region and what this place means to the Coast Salish peoples—and reminds us also that we still have much to learn.

By declaring a climate change emergency, the Islands Trust has added its voice to other local governments around the world, calling for an urgent response. We are keenly aware that the region faces increasing levels of threat from climate change. These impacts can be seen through more extreme and unpredictable weather patterns, sea level rise, increasingly acidic oceans, and drier summers characterized by smoke-filled air from nearby forest-fires. We are very concerned about the loss of habitat and impacts on species at risk as the climate changes. We will seek to work with local communities, First Nations, partner agencies, and other levels of government to pursue an absolute reduction in greenhouse gas emissions in our region, and to prepare island communities to adapt for the coming changes.

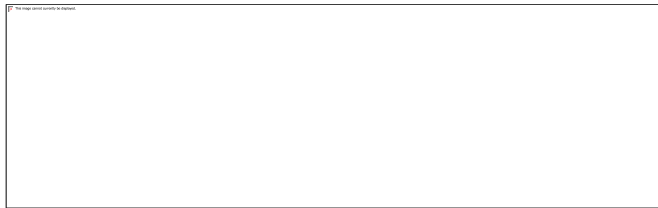
Related to climate change, is our campaign work in opposition to the proposed expansion of the Trans Mountain pipeline. We were relieved in August when the Court of Appeal ruled against the project but remain apprehensive about a future that could see the prospect of toxic bitumen being transported through this region along with increased freighter traffic and increased use of the Gulf Islands as industrial anchorages.

It is not just climate change that's impacting our lives. We face increased pressure from the unprecedented growth and development taking place in nearby urban centres. This has affected property prices and, in turn, the affordability of housing in our region.

The previous Trust Council turned its mind to amending the Policy Statement, the document that outlines our guiding principles. The current version contains no mention of Reconciliation or an acknowledgement of First Nations. Nor does it mention climate change. The work on amending this key document will continue next year, including engagement with First Nations and with island communities. We look forward to seeing you then.

We ended the year with some remarkable words. Now we get to work.

I can think of no more important work to do.



Peter Luckham
Chair, Islands Trust Council

Message from the Islands Trust Conservancy Board Chair

Working together to protect the islands in the Salish Sea

In life change is inevitable, in business it is vital – especially when the core business of our organization is to preserve and protect island ecosystems while facing unprecedented ecological change. In a time where scientists describe dramatic declines in biodiversity as one of nine critical breaches in the earth's planetary boundaries alongside climate change, pollution, loss of freshwater and ocean acidification, it is clear the world-as-we-know it is changing forever. Set against this backdrop of global climate change and uncertainty, the Islands Trust Conservancy is also experiencing organizational transformation. Change is good, and necessary to remain a robust organization that can respond to the many challenges we will face in the coming decades.

One of the most significant changes in 2018-2019 was that in May 2018, the Province responded to a long-standing request to rename the Islands Trust Fund to the Islands Trust Conservancy. Telling a compelling story that inspires nature protection is crucial to expanding our protected areas and support base. For many years, there was concern that the previous name was a barrier to effective communication and fundraising. The new name will help the organization be a strong and clear voice for nature conservation in the Islands Trust Area and beyond.

In addition to telling a compelling story, who is included in that story is important. The Islands Trust Area is situated within the territories of the Coast Salish peoples who have lived on and cared for these

beautiful lands and waters since time immemorial. The Islands Trust Conservancy acknowledges the traditional and treaty territories of the Coast Salish peoples, on whose lands and waters the Conservancy works and lives and commits to identifying and collaborating on shared conservation goals and projects of mutual interest. This commitment is cemented in goal two of the Regional Conservation Plan and will be central to all the work we do going forward.

Another timely change is that this is the first year the Conservancy worked with the new science-based and community-informed 2018-2027 Regional Conservation Plan. The Plan identifies ten year targets that will help the Conservancy work towards its vision of the islands and waters of Canada's Salish Sea as a vibrant tapestry of diverse cultures and ecology where humans live and work in harmony with the natural world.

As a land trust and government body, the Islands Trust Conservancy promises the land and covenants we hold are protected forever. We treat each donation as an investment in our collective future. The Conservancy is also making some changes in staffing and technology to strengthen our capacity to help us continue to deliver on that promise.

While many special places have been protected in the past 29 years of the Conservancy's history, there is still more work to do. Setting aside land for nature is only the first step. The Islands Trust Conservancy monitors properties every year to ensure compliance with covenants and monitor the ecological health. To do this effectively, the Islands Trust Conservancy is looking at utilizing technology in the field to streamline data collection in property monitoring – a step that will save time and important dollars for use elsewhere. The Conservancy is also trialing property monitoring in house with existing staff. Most importantly, we are building capacity. In March 2018, Trust Council approved a new Covenant Management and Outreach Specialist position to help the Conservancy continue to deliver the high quality of care our donors expect.

The islands in the Salish Sea are fragile. The pressures facing this region are daunting, but not insurmountable. With careful planning, restoration of damaged areas, conservation and working with our partners and First Nations, we can ensure the natural beauty and diversity of these special islands in the Salish Sea are preserved for future generations.

A handwritten signature in black ink, appearing to read 'K. Stamford', with a large, sweeping flourish at the end.

Kate-Louise Stamford
Chair, Trust Fund Board

Message from the Chief Administrative Officer

On behalf of the administration of the Islands Trust, I am pleased to present the 2018/19 Annual Report. Production of the report brings to mind that the Islands Trust celebrates its 45th year in 2019. For such a unique and progressive form of local governance, reaching such a milestone is in itself a certain measure of success. Of course, that is not enough. The mandate of the Trust, to preserve and protect, has never felt more relevant and urgent. Success for the Islands Trust and for the region, given the challenges of climate change, affordability, species at risk...and more, will need to be measured over the next 45 years.

It is challenging to convey, in a single document like an annual report, the intensity and pace of work over the last year at the Islands Trust. Given that it was an election year, the organization focused upon implementing the goals of the previous Trust Council and preparing to welcome a new Trust Council for 2018-2022. Indeed, the election cycle, which included a by-election in March 2019, delivered change as we welcomed 14 new trustees, which represents over half of Trust Council. The organization delivered a program of orientation and team building in November 2018 and January 2019 to assist the new trustees in their role on their local trust committees and to develop cohesion at the Trust Council level. The sessions focused upon strategic direction, budget and finance, decision making, legislative authority, and governance. Each Trust Council has its unique qualities and priorities and harmonizing new ideas to the ongoing vision of returning trustees is important for continuity. The new Trust Council has placed a decided emphasis upon climate change, reconciliation actions with First Nations, and community engagement, which will undoubtedly be reflected in the new strategic plan.

This year saw the organization make a concerted effort to improve its technology and communications capacity. The dispersed geography of the Trust Area, the large number of local trust committees, and the number—over 200—of meetings conducted every year creates the need for extensive travel by staff and trustees. This level of travel has implications for green house gas emissions and can be inefficient in service delivery. Accordingly, the Islands Trust has invested in state of the art communications technology in our offices that supports high quality electronic meetings and lessens the need for travel. The coming year will see a greater reliance on electronic meetings, including staff involvement at the local level, in order to reduce costs and lessen our environmental impact.

Like many in local government these days, the Islands Trust has said goodbye to long serving staff and welcomed new employees into the fold. As a small organization with a unique purpose and singular history, this transition is particularly acute for the Trust. When someone leaves us they take a good part of our institutional memory and culture with them. We have been very fortunate in attracting new, highly professional staff who believe in the work and the mandate of the Trust and who have an understanding of rural planning and local needs. We now have a full time position dedicated to First Nations engagement and reconciliation. We have a groundwater specialist focused upon water balance throughout the islands which will inform our land use planning function. The Islands Trust Conservancy will be bolstered by a new covenant monitoring specialist who will ensure that our dedicated lands are maintained as intended through our conservation work. In addition, much needed renovations and updates to our Victoria office will help support both our recruitment and retention efforts.

This coming year, we're embarking on a series of meetings with island communities, First Nations, and stakeholders to better understand their vision for the Trust Area and how the Islands Trust Policy Statement can be amended to reflect that vision. We're excited to be in communities and engaging with these issues. With a successful conclusion to this project, we will know better how to do our work and deliver on the mandate of the Islands Trust in a modern and effective way.

Behind the Scenes – Staff Recognition Awards

The tenth annual staff recognition awards, presented in December 2018, gave staff an opportunity to recognize the achievements and contributions of their colleagues.

The **Innovation Award** goes to an individual (or team) who goes over and above their job description by creating or overseeing a particularly innovative program, project, system or process that could lead to cost savings or efficiencies. **Carmen Thiel**, Legislative Services Manager, received this award for spearheading the Electronic Document Management project to help standardize Islands Trust's electronic files. Carmen planned, developed, and implemented this electronic filing system, managing change and adapting to feedback as it came in. In one step, the EDM will bring the Islands Trust to a new and modern means of organizing our work.

The **Champion Award** goes to an individual, as demonstrated through a project or actions, who champions the Islands Trust Policy Statement or Strategic Goals. The award went to **Marnie Eggen**, Island Planner, and **Wil Cottingham**, Office Administrative Assistant, for bringing the Denman Island community together with representatives of the K'omoks First Nation in the spirit of reconciliation and relationship building. The event included presentations by K'omoks First Nation Chief Rempel and archaeologist, Jesse Morin, and a fireside gathering where many stories were shared among community members. Trustee Laura Busheikin remarked afterward that, "Chief Rempel had said, at the fire, that this was one of the highlights of her time as chief."

The **Exceptional Team Effort** award goes to a regular, ad hoc team, or special team formed for a specific project. This year's recipients were David Beeston, Information Systems Coordinator, and Nigel Hughes, Computer Application Support Technician, for planning and implementing the Windows 10 upgrades. All totaled 73 computers were upgraded, requiring approximately 3-4 hours each of hands on attention, not including associated planning and preparation time. David and Nigel typically go above and beyond support delivery expectations, but this effort was exceptional and is recognized with this award.

The **Excellence in Leadership** is awarded to an individual for supervising staff, leading a special project team, encouraging teamwork, empowering the team, mentoring staff, and/or communicating well. This year's award went to **Robert Kojima**, Regional Planning Manager, for being a great listener, motivator, and an intelligent giver of advice. He has a terrific sense of humour, fair in delegating work, takes in ideas which help efficiencies, and says kind words to those who do good work. He consistently tries to update procedures for the planning team and does work with great detail.

The **Service Excellence** award is presented to a staff member for excellent customer service, courtesy, co-operation, dependability, assisting others, and being an excellent team member. The award went to **Cassandra Rahmann**, Administrative Assistant. Cassandra is kind, professional and has an amazing work ethic. She is calm and helpful with the public and offers her assistance to her co-workers on a regular basis. She stepped into her role and within her first six months not only performed her own duties, but also covered for staff vacancies, stepping in to take on tasks such as planning for the all staff meeting, point person on hiring competitions, and assisting with the Islands Trust Conservancy name change.

The **Unsung Hero** award is given to an individual for going that extra mile to make our working lives better, and doing things nobody else wants to do. The award went to **Daniela Murphy**, Legislative Clerk, for her professionalism, humour, and the invaluable part she plays in the Salt Spring Island planning team. She does her job so well, with such dependency, and without complaint that it could be easy to take her for granted. In truth, she is always two steps ahead.

The **Legacy Award** is awarded to a staff member who has, through their work, done something lasting for the organisation or community that makes things better for all of us. The award went to **Miles Drew**, Bylaw Enforcement Manager, for his invaluable contribution to the Islands Trust. He has guided bylaw enforcement from a simple ticketing, penalty-based system to Bylaw Enforcement Notices (BEN) and a system focused on achieving compliance. The approach has successfully resulted in the closure of many bylaw files as compliance has been achieved and while creating goodwill amongst community members and local trust committees. Through his work, he has been a steadfast champion of the Islands Trust preserve and protect mandate, continually challenging staff and trustees to keep the object at the forefront of our work, particularly when the subject is marine shoreline protection. An important part of Miles's legacy will be the phrase: "what would Miles do?"

A handwritten signature in black ink, appearing to read "R. Hotsenpiller", with a stylized flourish at the end.

Russ Hotsenpiller,
Chief Administrative Officer

The Islands Trust Area

Map of Trust Area

The Islands Trust Area covers the islands and waters between the British Columbia mainland and southern Vancouver Island, including Howe Sound and as far north as Comox, with the exception of Texada Island. It is approximately 5,200 square kilometres (2,000 square miles) in size and has a resident population of more than 26,000, with an additional 10,000 non-resident property-owners.

Located in the Strait of Georgia and Howe Sound, the Islands Trust Area is a unique and special place—a scenic archipelago of 13 large islands and more than 450 smaller islands and islets.

The area provides habitat for an exceptional variety of species: more than 200 types of migratory and resident birds and numerous species of fish and other marine and intertidal life, terrestrial wildlife and vegetation. Outstanding scenery and recreational resources include panoramic viewpoints, sheltered bays, protected marine waterways and anchorages, all of which contribute to the beauty, appeal and tranquility of this area.

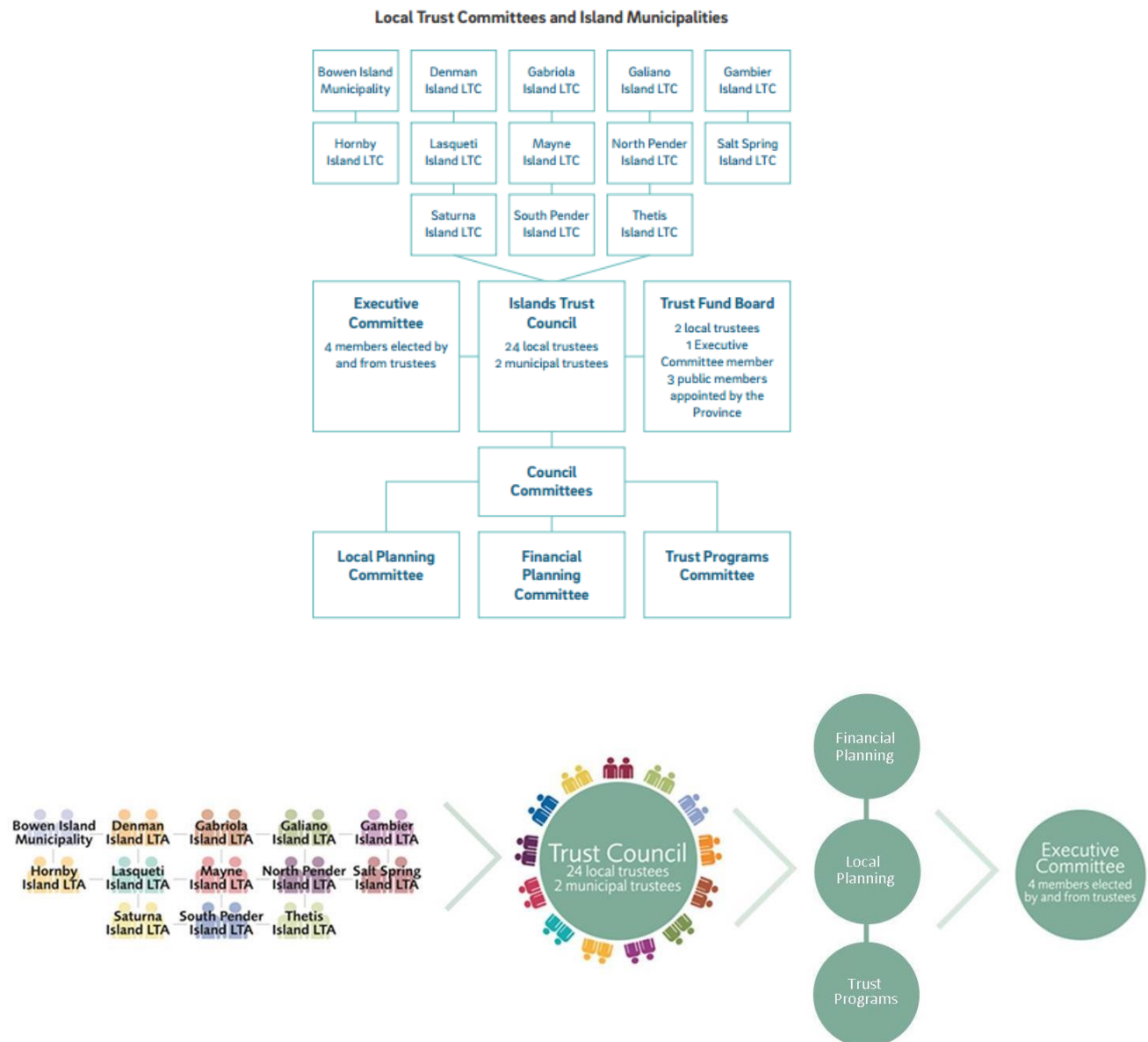
The unique natural environment of the islands in the Strait of Georgia and Howe Sound has given the area national recognition. Realizing this, the government of British Columbia enacted special protective legislation in 1974 entitled the Islands Trust Act. The act states that the object of the Islands Trust is to “preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia generally, in co-operation with the municipalities, regional districts, improvement districts, other persons and organizations, and the Government of British Columbia.”

Organization & Responsibilities

The Islands Trust is a unique federation of 12 special-purpose local government bodies and Bowen Island Municipality, all of which plan land use and regulate development in the Islands Trust Area. The Islands Trust consists of a number of distinct corporate entities: Islands Trust Council, Executive Committee, 12 local trust committees, Bowen Island Municipality, and Trust Fund Board.

Like other communities in British Columbia, island communities currently elect their local representatives every four years. Each group of islands, designated as a local trust area or island municipality, elects two local trustees. For the 12 local trust areas, the two local trustees, together with an appointed chair from the Executive Committee, are responsible for the land use decisions within their local area. For Bowen Island Municipality, the two local trustees are part of a seven-member council that is responsible for all functions of a local government, including land use decisions. Unlike the Bowen Island Municipal Council, each local trust committee also has jurisdictional authority for the smaller islands and waters that surround the major island in that local trust area.

Islands Trust Legislative Structure



2018–2019 Accomplishments

Executive Summary of Strategic Plan and Policy Statement Accomplishments

2018–2019 Accomplishments

1. Executive Summary of Strategic Plan and Policy Statement Accomplishments

Islands Trust Council uses the three main categories in the Islands Trust Policy Statement to organize its strategic plan, which in turn sets priorities and goals for each term.

Trust Council adopted its 2014–2018 Strategic Plan in September 2015 and updated it at every quarterly meeting to align its strategic priorities with its staff resources and budget. Trust Council focused on 11 priorities, each supported by a number of strategies and activities. Selected accomplishments from this year are highlighted on the following pages.

Policy Statement Goal A: To Foster Preservation and Protection of the Trust Area's Ecosystems

- At its September meeting, the Islands Trust Council called on the federal government to work towards eliminating the use of 33 commercial freighter anchorages throughout the Southern Gulf Islands, an area Transport Canada refers to as the South Coast of British Columbia.
- In September, the Islands Trust Conservancy received a donation of a 19.3 ha conservation covenant on Link Island through the Islands Trust's Natural Area Protection Tax Exemption Program (NAPTEP).
- In December, the Islands Trust Conservancy, received a donation of 2.5 ha on Denman Island, expanding its Valens Brook Nature Reserve to 6.3 ha and protecting forest and riparian area adjacent to Valens Brook, including a salmon stream.
- Between January and March, the Trust Programs Committee, in partnership with the Living Oceans Society, offered a Sea Level Rise workshop series on Galiano Island, Salt Spring Island, North Pender Island, Lasqueti Island, Penelakut Island, and Bowen Island.
- Trust Programs Committee, in partnership with World Wildlife Fund, offered a two-day Baynes Sound/Lambert Channel Ecosystem Forum in May 2018 and a one-day Baynes Sound/Lambert Channel Learning Exchange in March 2019.
- In March, the Islands Trust Council voted unanimously to declare a climate change emergency. The emergency declaration commits Islands Trust staff to provide Trust Council with a report on actions and tools that could be implemented to decrease emissions, to reach out to the various First Nations in the Trust Area to see if they would like to work collaboratively on potential climate action strategies, and to ensure those most impacted by climate change are being supported.
- The Islands Trust Conservancy provided two Opportunity Fund grants to assist with hard to fundraise land acquisition costs. The Islands Trust Conservancy continued its mapping of forage fish habitat on James and Sidney Islands.

- The Islands Trust Conservancy continued to monitor and manage over 1,290 ha for ecological values.

Policy Statement Goal B: To Ensure that Human Activity and the Scale, Rate and Type of Development in the Trust Area are Compatible with Maintenance of the Integrity of Trust Area Ecosystems

- Implementation of Riparian Areas Regulation on Gambier Island and Thetis Island to protect potential fish bearing streams.
- A Green Shores workshop on North Thormanby Island with the Stewardship Centre for British Columbia.

Policy Statement Goal C: To Sustain Island Character and Healthy Communities

- In June, the Islands Trust issued a news release announcing that housing needs assessments were complete for the entire Islands Trust Area. The Islands Trust has completed housing needs assessments for the northern islands including Denman, Gabriola, Gambier, Hornby, Lasqueti, and Thetis islands while the Capital Regional District has supported the completion of a similar assessment for the southern Islands including Galiano, Mayne, North Pender, South Pender, and Saturna Islands. Salt Spring Island had a housing needs assessment from 2015 and Bowen Island had a housing needs assessment that was updated in 2009.
- Gabriola, Galiano, Saturna, Salt Spring, undertook work on affordable housing.

Policy Statement Goal D: Effective, Efficient and Collaborative Governance

- Between April and October Trust Programs Committee continued work from the previous year to identify potential governance or operational changes that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area. This included holding town hall sessions on Salt Spring Island and Nanaimo to receive public input on service integration issues and opportunities.
- In March 2019, the Islands Trust Council unanimously passed a [Declaration on Reconciliation](#). By formally adopting the Declaration the Islands Trust commits to and acknowledges the important work required toward Reconciliation as we strive to weave the words and intentions into the work that we do to honour the Coast Salish peoples – now and into the future.
- The Salt Spring Island Local Trust Committee continued to coordinate the Salt Spring Island Watershed Protection Alliance. The water sustainability program involves a multi-jurisdictional approach to the protection and management of freshwater resources on Salt Spring Island.
- Lasqueti endorsed a new protocol agreement with qathet Regional District.

Islands Trust Council

Role

The 26-member Islands Trust Council establishes general policies for carrying out the object of the Islands Trust. Islands Trust Council also adopts an operational budget for the Islands Trust and manages the financial undertakings of all parts of the Islands Trust except for the Trust Fund, which manages its own operations. Islands Trust Council appoints staff and auditors and adopts an annual budget. Tax levies on properties within the Trust Area are the primary funding source for the operations of the Islands Trust. Additional revenue comes from a provincial grant and development application fees.

The *Islands Trust Act* requires Islands Trust Council to implement the Trust Policy Statement that is applicable to the whole Trust Area. The Minister of Municipal Affairs and Housing approves it, before the Policy Statement is adopted. The Policy Statement provides broad policy guidelines for Islands Trust Council, the Trust Fund Board, and the local trust committees and island municipality regarding the protection of ecosystems, the stewardship of resources and the promotion of sustainable communities. The positions and philosophy of Islands Trust Council contained in the Policy Statement also constitute a policy framework for reference by the public and other agencies such as the regional districts of the Islands Trust Area, the province, and its agencies.

Islands Trust Council has three standing committees of trustees—the Local Planning Committee, Trust Programs Committee, and the Financial Planning Committee—which provide policy advice to Trust Council on a range of issues.

Members of Islands Trust Council – 2018-2022

Bowen Island	Sue Ellen Fast, Michael Kaile
Denman Island	Laura Busheikin, David Critchley
Gabriola Island	Scott Colbourne, Kees Langereis
Galiano Island	Tahirih Rockafella, Jane Wolverton
Gambier Island	Kate-Louise Stamford, Dan Rogers
Hornby Island	Alex Allen, Grant Scott
Lasqueti Island	Peter Johnston, Timothy Peterson
Mayne Island	Jeanine Dodds, David Maude
North Pender Island	Benjamin McConchie, Deb Morrison
Salt Spring Island	Peter Grove, Laura Patrick
Saturna Island	Paul Brent, Lee Middleton
South Pender Island	Cameron Thorn, Steve Wright
Thetis Island	Doug Fenton, Peter Luckham

Members of Islands Trust Council – 2014-2018

Bowen	Alison Morse, Sue Ellen Fast
Denman	David Critchley, Laura Busheikin
Gabriola	Heather O’Sullivan, Melanie Mamoser
Galiano	George Harris, Sandy Pottle
Gambier	Dan Rogers, Kate-Louise Stamford

Hornby	Alex Allen, Tony Law
Lasqueti	Susan Morrison, Timothy Peterson
Mayne	Brian Crumblehulme, Jeanine Dodds
North Pender	Derek Masselink, Dianne Barber
Salt Spring	George Grams, Peter Grove
Saturna	Lee Middleton, Paul Brent
South Pender	Bruce McConchie, Wendy Scholefield
Thetis	Ken Hunter, Peter Luckham

2018/19 Advocacy

The Islands Trust Council’s advocacy program is guided by the Islands Trust Policy Statement, which states: to achieve its object, the Islands Trust must be an educator, co-ordinator, and initiator guiding individuals, organizations, and other agencies in support of the object. While the Islands Trust can provide the necessary leadership, responsibility for stewardship of the Trust Area rests with many. Individuals, other government agencies, organizations, and the Province itself all have important roles to play. Cooperative actions are required of other agencies, organizations, and individuals to ensure that activities are carried out in a manner that is sensitive to the needs of Trust Area ecosystems and island communities.

Most of this advocacy work is overseen and implemented by Islands Trust Council’s Executive Committee and is guided by the Advocacy Policy (Policy 6.10.iii). In response to concerns raised by communities through their elected trustees and supported by the objectives laid out in its 2014–2018 Strategic Plan, Islands Trust Council continued to place a high priority on its advocacy program during 2018–2019. The Islands Trust Council advanced its advocacy priorities by writing letters, making submissions to consultation processes, hosting meetings, passing resolutions, and working with partners under the following topics:

Ecosystem Preservation and Protection

Marine shipping safety and oil spill preparedness and response

In April, the Chair [wrote](#) to the Honourable George Heyman, Minister of Environment and Climate Change Strategy, regarding Phase Two Enhancements to Spills Management regarding how British Columbia plans to enhance the way the province prepares for, responds to, and recovers from environmental emergencies.

The Minister [responded](#) on August 3, 2019.

In May, the Chair [wrote](#) jointly with the Chair of San Juan County to the Honourable Marc Garneau, Minister of Transport, requesting that a standby tug be located in Sidney, British Columbia and available to Turn Point, off Stuart Island because there is insufficient emergency towing capacity in the Salish Sea for current and future risks.

The Minister [responded](#) on June 21, 2018.

The Assistant Commissioner, Western Region of the Canadian Coast Guard [responded](#) on July 10, 2018.

In May, Vice-Chair Grams represented the Islands Trust at an exercise of the Canada – US Joint Marine Pollution Contingency Plan –Pacific Coast (CANUSPAC) in Port Angeles, Washington State.

In July the Chair [wrote](#) to the Honourable Marc Garneau, Minister of Transport Canada requesting a three month extension of the Interim Anchorage Protocol to ensure sufficient and reliable data is collected.

In September, Islands Trust trustees [wrote](#) jointly with San Juan County Councilors to the Right Honourable Justin Trudeau, Prime Minister of Canada, expressing disappointment at the Canadian government's decision to purchase the Trans Mountain pipeline and proceed with trying to expand it. The Office of the Prime Minister [responded](#) on September 20, 2018.

In September, the Chair presented on a panel at Washington State's Salish Sea Shared Waters Forum in Bellingham, Washington with a Councillor of San Juan County and the Mayor of Bellingham.

In September, the Chair [wrote](#) to the Honourable Marc Garneau, Minister of Transport Canada, regarding concerns of the Interim Protocol for the Use of Southern B.C. Anchorages and the lack of community engagement and consultation processes.

In September, the Chair [wrote](#) to the Right Honourable Justin Trudeau, Prime Minister of Canada; the Honourable John Horgan, Premier of British Columbia; the Honourable Marc Garneau, Minister of Transport; the Honourable Jonathan Wilkinson, Minister of Fisheries and Oceans and the Canadian Coast Guard; the Honourable Catherine McKenna Minister of Environment and Climate Change; the Honourable Claire Trevena, BC Minister of Transportation and Infrastructure; and the Honourable George Heyman, BC Minister of Environment and Climate Change Strategy conveying Islands Trust Council request that the federal government to work towards eliminating the use of 33 commercial freighter anchorages throughout the Southern Gulf Islands, an area Transport Canada refers to as the South Coast of British Columbia.

In October, the Chair [wrote](#) to Transport Canada regarding the *Strengthening Marine Environmental Protection and Response Potential Legislative Amendments Discussion Paper* supporting a focus on preventing oil spills.

In October, the Chair [wrote](#) to Transport Canada regarding the *Proactive Vessel Management Discussion Paper* which addressed vessel traffic issues in local waterways and opportunities to reduce the impacts of shipping in the short and long term.

In October, the Chair [wrote](#) to the National Energy Board regarding the scope of a planned Trans Mountain Pipeline Reconsideration hearing submitting a list of issues and respectfully suggesting that the National Energy Board require additional evidence about the environmental effects of the project related to marine shipping, the design of the hearing process, and suggesting government departments that could provide additional relevant information.

In November, the Chair [wrote](#) to the National Energy Board's Trans Mountain Pipeline Reconsideration hearing expressing opposition to the Trans Mountain Pipeline Expansion Project and expressing concern that an oil spill resulting from the Project or an oil tanker collision or malfunction could have a negative impact on the Island Trust Area's unique amenities and environment, directly affecting the advancement of the Islands Trust's provincial object.

In December, the Chair [wrote](#) to Transport Canada regarding its *Port Modernization Review Discussion Paper* expressing hope that Transport Canada will promote the changes that lead to greener, low carbon transportations systems and world class response and monitoring systems that are inclusive of community and Indigenous knowledge.

In March, the Chair [wrote](#) to the Honourable Marc Garneau, Minister of Transport Canada thanking him to take the time to meet on short notice to discuss their shared interest in the islands and waters between the British Columbia mainland, the southern Vancouver Island, and the Anchorage Initiative in the Ocean Protections Plan.

In March, the Chair attended a Transport Canada Ocean Protection Plan Dialogue Forum in Vancouver.

Marine contamination

In July, the Chair [wrote](#) to the Honourable Catherine McKenna, Minister of Environment and Climate Change, and the Honourable Dominic LeBlanc, Minister of Fisheries and Oceans Canada requesting the House of Commons support Parliamentary Motion M-151 made by MP Gord Johns and that Environment Canada and Fisheries and Ocean Canada take positive actions to reduce the influx of plastics and micro plastics into Canadian Water.

In October, the Chair [wrote](#) to Capt. Hardeep Grewal Marine Superintendent, North Coast Fleet Operations, requesting that BC Ferries reminds its subcontractors to adhere to Transport Canada regulations with respects to sewage dumping.

In November, the Chair [wrote](#) to the Tanker Safety Panel Secretariat regarding improving how Canada prepares for and responds to releases of hazardous and noxious substances from ships.

Sustainable Use of Resources

Geoduck aquaculture

In September 2019, the Union of British Columbia Municipalities (UBCM) [endorsed](#) an Islands Trust resolution requesting that the DFO conduct an ecosystem-based study of potential and cumulative impacts of increased geoduck clam aquaculture and consider increased monitoring and enforcement.

Agriculture

In April, the Chair [wrote](#) to the Chair of the Agricultural Land Commission supporting the preservation of the Agricultural Land Reserve and its management by an independent and adequately funded Agricultural Land Commission.

In May, the Chair [congratulated](#) Jennifer Dyson on her appointment as Chair of the Agricultural Land Commission and shared that the Islands Trust Council is working with other governments and agencies to protect farm land and enhance sustainable agricultural activity on the islands.

Sustainable Communities

In March, the Chair [wrote](#) to Western Economic Development Canada, supporting the Salt Spring Island Economic Development Commission's Rural Islands Economic Summit project.

In July, the Chair [wrote](#) to the Honourable Navdeep Bains, Minister of Innovation, Science and Economic Development, requesting that the Minister designate all islands in the Islands Trust Area as eligible for Community Futures funding and other granting programs for rural communities.

In July, the Chair [wrote](#) to the Honourable John Horgan, Premier of British Columbia requesting that the Province designate all islands in the Islands Trust Area as permanently eligible for Rural Dividend Program funding and other granting programs for rural communities, including the Island Coastal Economic Trust.

The Assistant Deputy Minister [responded](#) on August 9, 2018.

In July, the Chair [wrote](#) to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, regarding Housing Needs Assessment reports completed for the northern islands and are underway for the southern islands. The reports are publicly available on the Islands Trust website.

In October, the Chair [wrote](#) to BC Hydro regarding their Net Metering Program which is curbing the amount of energy net-metered customers can sell to BC Hydro.

BC Hydro [responded](#) on October, 11, 2018.

Islands Trust Act amendments

In December, the Chair [wrote](#) to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, requesting potential legislative changes to the [Islands Trust Act](#) and other relevant legislation. The proposed legislative changes are grouped into three broad themes: Enforcement and Administration, Modernization, and Advancing the Mission of the Islands Trust.

The Minister [responded](#) on February 6, 2019.

In June, the Chair [wrote](#) to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, thanking her for introducing amendments to the [Islands Trust Act](#), that changed the name of the Islands Trust Fund to the Islands Conservancy.

Delegations and Presentations to Islands Trust Council in 2018/19

Trust Council invited the following guests to attend its 2018/19 quarterly meetings:

- In June, Agricultural Land Commission (ALC) Chair, Jennifer Dyson, and Chief Executive Officer, Kim Grout, gave a presentation on the Islands Trust Area and geography. They answered questions and discussed: cannabis legislation, rezoning approvals meeting ALC conditions, carriage house provisions, and farm status.
- In September, talalsámkin siyám, Chief Bill Williams, travelled to Hoakqhus or Chaich-ph, Keats Island, where he welcomed Trust Council to Squamish First Nation territory. Chief Williams shared a traditional blessing through song and drumming and then addressed Trust Council, sharing history and speaking on the need for meaningful engagement.
- In November, Member of Parliament, Elizabeth May, and Member of the Legislative Assembly,

Adam Olsen, addressed the newly elected Trust Council on environmental and other current issues.

- In January, Chief Ian Campbell of the Squamish Nation preformed a blanketing ceremony for out-going Senior Intergovernmental Policy Advisor, Fiona MacRaid.
- In March meeting, Bill Buholzer of Young Anderson, Barristers and Solicitors, Islands Trust's legal counsel, addressed council on relevant topics.

To promote dialogue between islanders and trustees, members of the public are encouraged to make presentations and participate in a town hall session at each quarterly meeting of Islands Trust Council.

At the June 2018 meeting on Saturna Island, Trust Council heard from:

- Michael Sketch who presented on the relationship between Islands Trust and the Agricultural Land Commission (ALC) asking that planning staff have regard for and work with ALC legislation.
- Jacques Campbell representing small scale agriculture on Saturna Island, who asked that the Islands Trust and the ALC encourage farm products on rural lands.
- Tom Mommeson and Risa Smith of the Salish Sea Renewable Energy Cooperative who presented on a large bulk-purchase of solar energy systems currently occurring on the Gulf Islands. They also advised about their advocacy concerning net metering changes by BC Hydro.
- Dwayne Shaw who spoke regarding the Mill Bay Marine Group, which manages the Port Browning Marina Resort on North Pender Island. He asked for a decision on the waste management application on a neighbouring property.
- Steven Lots who spoke on the misuse of Agricultural Land Reserve lands as a waste transfer site in Browning Harbour and bylaw enforcement.
- Pricilla Ewbank who commented on the multi-jurisdictional challenges residents of Saturna face. She appreciated the First Nations engagement by the Saturna Local Trust Committee.
- Ann Burdette who read from a statement regarding her North Pender Island rezoning application.
- Akasha Forest, a resident of Galiano Island and a member of the Salish Sea Renewable Energy Coop, who asked Islands Trust to advocate and help meet climate targets.
- Michael Sketch who spoke about cooperation between the Agricultural Land Commission and Islands Trust.

At the September 2018 meeting on Keats Island, Trust Council heard from:

- Ruth Simons, on behalf of the Howe Sound Biosphere Region Initiative Society, who spoke to the conservation initiatives of the society.
- Fiona Beaty, SeaChange Marine Conservation Group, and Willem van Reit, David Suzuki Foundation, who presented scientific data and mapping demonstrating environmental changes that have occurred in the Howe Sound region.

At the November 2018 meeting in Victoria, Trust Council heard from:

- Louise Decario, who spoke to the object of the Islands Trust and the need to protect this mandate.
- Michael Sketch who spoke to the object of the Islands Trust requesting policy changes and addressing the *Islands Trust Act*. He commented that the *Agricultural Land Act* should take precedent over the *Islands Trust Act*.
- Anne Burdett, who addressed Council on the length of time it has taken for processing a rezoning application. She also asked that local trust committee meetings be live streamed for transparency.
- Graham Brazier, who handed out a brochure on the Gulf Islands Alliance (GIA) and spoke about its mandate and recent activities.
- Akasha Forest, who spoke about the Salish Sea Renewable Energy Coop and climate change.

January 2019 saw Trust Council convene in Nanaimo for orientation sessions for the new term trustees. Because of cancellations, no town hall speakers were hosted on this occasion.

At the March meeting on Gabriola Island, Trust Council heard from:

- Peter Lamb, on behalf of Transition Salt Spring-Climate Action Group, who requested that a climate emergency be declared in the Islands Trust Area. He presented a petition signed by over 480 people.
- Susan Yates, Gulf Islands Alliance, who described how climate change is affecting the Coastal Douglas fir zone and presented a biogeoclimatic map from 1988 showing how the zone has changed.
- Chris Straw, Gabriolans Against Freighter Anchorages, spoke to Transport Canada's interim protocol agreement regarding freighter anchorages and asked Trust Council to continue with its advocacy work on this topic.
- Simon Palmer, Denman Housing Association, who requested that Trust Council amend and clarify Islands Trust policy 4.4.2 to incorporate rainwater collection as meeting the standards of freshwater resources.
- Tobi Elliot who spoke on a range of themes, including balancing human societies and natural ecosystems and requested that policy be considered through a lens that consider the whole system.

Members of the public may address Islands Trust Council at any of its quarterly scheduled meetings held in March, June, September, and December. Public can address Trust Council through a formal delegation or petition, or informally at the town hall session. All correspondence, formal delegation presentations, and petitions are available to the public.

Communications

News Releases

The Islands Trust issued 25 news releases in 2018/19. Among the topics covered, were: the Islands Trust Council's declaration on Reconciliation; the Islands Trust Council declaring a climate change emergency; island trustees and San Juan County councillors standing in opposition to the Trans Mountain Pipeline expansion; freighter anchorages in the Trust Area; the completion of the housing needs assessments in

the Trust Area; the name change of the Islands Trust Fund to the Islands Trust Conservancy; the 2018 election; the 2019/20 Islands Trust budget; and details on each the quarterly Islands Trust Council meetings.

The Islands Trust Conservancy issued four news releases, providing information on the Salish View fundraising campaign on Lasqueti Island and a new protected area on Denman Island.

The Islands Trust Conservancy also produced and distributed its annual newsletter, The Heron, which was mailed to 996 subscribers and organizations.

Electronic Communications

To keep the public and our stakeholders informed about the work of the Trust and other relevant issues, Islands Trust has a range of topic-based notices which are e-mailed to subscribers. Subscribers can receive copies of our news releases, correspondence, and notifications of public meetings and events. To subscribe, click on Connect with Us at islandstrust.bc.ca and provide your email address.

The Islands Trust is on Twitter with the username Islands_Trust and has a YouTube channel under the username IslandsTrust.

The Conservancy also sent 11 electronic newsletter updates to 919 subscribers. The Heron is also available online at their website: islandstrustconservancy.ca.

The Islands Trust Conservancy is on Twitter at [IsTrustConserv](https://twitter.com/IsTrustConserv) and Facebook at [IsTrustConservancy](https://www.facebook.com/IsTrustConservancy).

Videos

The Islands Trust released three videos: trustees discussing the preserve and protect mandate; freshwater sustainability; and working for the Islands Trust. The videos are available on our YouTube channel.

2018 Salish Sea Ecosystem Conference

The Islands Trust stepped forward as a conference sponsor and also hosted an information booth at the conference to promote awareness of the Islands Trust and the Islands Trust Area.

Islands Trust Council Committees

Executive Committee

Role

The Executive Committee (EC) comprises the Chair of Islands Trust Council and three Vice-Chairs, elected for a four-year term by Trust Council from among its members. In addition to the responsibilities of individual members, who serve as the chair of local trust committees, the committee oversees external communications for the Islands Trust, liaises with the provincial government, reviews and implements the Islands Trust Policy Statement, and conducts other functions as directed by Trust Council.

The Executive Committee carries out the daily business of the Islands Trust, reviews the bylaws of local trust committees to ensure compliance with the Islands Trust object and the Trust Policy Statement and acts as a local trust committee for the Ballenas/Winchelsea Island group north of Nanaimo.

Members

Serving during the 2018-2022 term

Peter Luckham, Thetis Island (Chair) Sue Ellen Fast, Bowen Island (Vice-Chair)

Laura Patrick, Salt Spring Island (Vice-Chair)

Dan Rogers, Gambier Island (Vice-Chair)

Serving during the 2014–2018 term

Peter Luckham, Thetis Island (Chair) Laura Busheikin, Denman Island (Vice-Chair)

George Grams, Salt Spring Island (Vice-Chair)

Susan Morrison, Lasqueti Island (Vice-Chair)

Union of British Columbia Municipalities Annual Convention

September 10 - 14, 2018

Annually, at the Union of British Columbia Municipalities (UBCM) convention, Islands Trust representatives meet and share ideas with Members of the Legislative Assembly (MLAs) and local government representatives from across the province. Chair Peter Luckham and Vice-Chair Susan Morrison attended the 2018 convention on behalf of the Islands Trust Council. Chief Administrative Officer, Russ Hotsenpiller also attended.

The Islands Trust Executive Committee hosted a breakfast for Electoral Area Directors and MLAs who serve the Islands Trust Area. Chair Peter Luckham highlighted upcoming UBCM resolutions that would benefit the Islands Trust Area and advance Trust Council's 2014–2018 Strategic Plan. The main topics of discussion were advocacy, our commitment to reconciliation actions with First Nations, and a program of amendments to the Policy Statement and the *Islands Trust Act*. As always the breakfast provided an opportunity to find areas of common interest and ways we can work together with our provincial counterparts and regional district partners.

While at the convention, the Islands Trust Executive Committee members met with the Honourable Scott Fraser, Minister of Indigenous Relations and Reconciliation to request that the Ministry assist Islands Trust to gain a greater understanding of how the Provincial vision for reconciliation and the treaty process might affect land use/governance in the Trust Area. The Executive Committee members also met with the Honourable George Heyman, Minister of Environment and Climate Change Strategy, to take action to assess the impacts of anchored commercial freighters to the provincially-owned seabed and wildlife in the Southern Gulf Islands region. The Executive Committee members, jointly with members of Bowen Island Council, met with BC Hydro staff to discuss changes to the solar net metering program.

The UBCM delegates voted to endorse the Islands Trust's resolution calling for Fisheries and Oceans Canada to conduct an ecosystem-based study of potential and cumulative impacts of increased geoduck clam aquaculture and consider increased monitoring and enforcement.

Bylaws Approved by Executive Committee

Before a local trust committee can adopt a bylaw, the Executive Committee must approve it for compliance with the Islands Trust Policy Statement. Before Bowen Island Municipal Council adopts an Official Community Plan Bylaw or an amendment to an Official Community Plan bylaw, the Executive Committee must approve the bylaw for compliance with the Islands Trust Policy Statement. Under the Letters Patent for Bowen Island, the Executive Committee also comments on other bylaws that reference a matter included in the Islands Trust Policy Statement. In 2017/18, the Executive Committee approved 62 bylaws, of which 11 were for Bowen Island.

Applications Sponsored by Executive Committee

The Executive Committee sponsored the following application fees:

- partially sponsored the Salt Spring Tennis Association rezoning application fee in the amount of \$700;
- sponsored the Denman Housing Association's rezoning application fee for an affordable housing development in the amount of \$4,950.
- sponsored Gulf Islands Seniors Residence Association rezoning application fee for a 48 unit seniors affordable housing project in the amount of \$4,400

Grants in Aid for History, Heritage and Conservation

The Executive Committee authorized a grant of \$500 to the South Pender Historical Society in support of two pamphlets about the Church of the Good Shepherd/Memorial Gardens and the Bedwell Harbour history.

Liaison Meetings

The Executive Committee held liaison meetings with the following:

- Islands Trust Conservancy Board, in Victoria, to discuss implementation of the new name for the Islands Trust Conservancy, current and future funding needs for the Conservancy, trustee orientation for the 2018-2022 term, the implementation of the Regional Conservation Plan by local trust committees, and relationship building with First Nations.
- San Juan County Council, in Friday Harbor, San Juan Island, to discuss advocacy for oil spill prevention measures including the need for a stand-by rescue/response tugboat, the Washington State Governor's Southern Resident Killer Whale Task Force recommendations, affordable housing, communications technology and renewable energy policies.
- Bowen Island Municipal Council, on Bowen Island, to provide an orientation to the Islands Trust generally, the Islands Trust's role in approving Bowen Island Municipal bylaws, and services available to Bowen Island Municipality, as well as the financial levy, Bowen Island Municipality's 2019 Island Plan and the Islands Trust Council's 2014-2018 Strategic Plan.

Local Planning Committee

Role

The Local Planning Committee (LPC) provides policy and planning advice to Trust Council by identifying and reporting on emerging issues related to the committee's areas of responsibility: development management, community planning, and sustainable community. The committee also develops guidelines, policies, and models for use by staff and local trust committees.

Members

Serving at the start of the 2018-2022 term

Laura Busheikin, Denman Island (Chair)
 David Maude, Mayne Island (Vice-Chair)
 Jeanine Dodds, Mayne Island
 Kees Langereis, Gabriola Island
 Timothy Peterson, Lasqueti Island
 Kate-Louise Stamford, Gambier Island
 Jane Wolverton, Galiano Island
 Laura Patrick, Salt Spring Island (Executive Committee Representative)
 Peter Luckham, Thetis Island, Chair Trust Council (Ex Officio Member)

Serving during the 2014-2018 term

Paul Brent, Saturna Island (Chair 2014 – June 14, 2017)
 Melanie Mamoser, Gabriola Island (Vice-Chair, 2014 – August 17, 2017) (Chair, August 17, 2017 – end of term)
 Alex Allen, Hornby Island (Vice-Chair, August 17, 2017 – end of term)
 Tony Law, Hornby Island (resigned October 26, 2018)
 Lee Middleton, Saturna Island

Timothy Peterson, Lasqueti Island
Sandy Pottle, Galiano Island
Wendy Scholefield, South Pender Island (resigned August 14, 2017)
Laura Busheikin, Denman Island (Executive Committee Representative)
Peter Luckham, Thetis Island, Chair Trust Council (Ex Officio Member)

2018/19 Highlights

In the 2018/19 fiscal year, the Local Planning Committee (LPC) delivered housing needs assessments for the northern local trust committees (covering Denman, Hornby, Lasqueti, Gambier, Thetis, and Gabriola local trust areas) and worked with the Capital Regional District on delivering housing needs assessments for the southern region (including Galiano, Mayne, North Pender, Saturna and South Pender local trust areas).

The LPC completed a Trust Council Strategic Plan item to provide a coastal Douglas-fir and associated ecosystem toolkit. The toolkit provides a range of protective tools that are available to local trust committees and Bowen Island Municipality.

The LPC also developed a model strategy to assist Local Trust Committees to effectively and efficiently assess antenna system proposals within their own unique contexts. While the siting of antennas is the responsibility of the Federal Government, proponents are required to seek feedback and support from the local community when siting such towers. The model strategy provides an approach that local trust committees may adopt that is consistent with the Federal Government's requirements for consultation

Trust Programs Committee

Role

The Trust Programs Committee's (TPC) role is to provide policy advice to Islands Trust Council on Trust-wide issues related to the committee's areas of responsibility (e.g. water, marine, sustainable communities, public awareness and education) and to propose amendments to the Islands Trust Policy Statement.

Members

Members serving for the 2018–2022 term:

Deb Morrison, North Pender Island, Chair
Scott Colbourne, Gabriola Island, Vice-Chair
Alex Allen, Hornby Island
David Critchley, Denman Island
Doug Fenton, Thetis Island
Ben McConchie, North Pender Island
Dan Rogers, Gambier Island, Executive Committee Representative
Peter Luckham, Thetis Island, Ex Officio Member

Members serving for the 2014–2018 term:

Derek Masselink, North Pender Island (Chair 2014–resigned November 14, 2016)

Brian Crumblehulme, Mayne Island (Vice-Chair 2014–November 14, 2016; Chair November 14, 2016–end of term)

Paul Brent, Saturna Island (joined January 2018)

David Critchley, Denman Island

Sue Ellen Fast, Bowen Island

George Grams, Salt Spring Island, Executive Committee Representative

Peter Grove, Salt Spring Island (joined January 2018)

Tony Law, Hornby Island

Bruce McConchie, South Pender Island (resigned March 2016)

Melanie Mamoser, Gabriola Island (resigned January 2018)

Heather O’Sullivan, Gabriola Island Trustee (Vice-Chair as of November 14, 2016)

Dan Rogers, Gambier Island Trustee

Peter Luckham, Thetis Island, Ex Officio Member

2018/19 Highlights

The TPC continued work from the previous year to identify potential governance or operational changes that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area. This included holding town hall sessions on Salt Spring Island and in Nanaimo to receive public input on service integration issues and opportunities, receiving reports from the Salt Spring Island Positively Forward Group and the Salt Spring Alliance Governance Working Group, and a briefing from staff on the Trust’s previous agreement monitoring program. Trust Programs Committee provided a report to Trust Council documenting its efforts and key trends and concepts.

Trust Programs Committee also offered a Sea Level Rise workshop series where Islands Trust collaborated with Living Oceans Society to conduct six workshops on Galiano Island, Salt Spring Island, Pender Island, Lasqueti Island, Penelakut Island, and Bowen Island.

In addition, TPC offered a chance for Baynes Sound/Lambert Channel stakeholders and First Nations to gather twice over the fiscal year in a two-day Ecosystem Forum in May 2018 and again as a one-day Learning Exchange in March 2019. Throughout the process, Islands Trust collaborated with the World Wildlife Fund to offer coordination and administrative services.

Trust Programs Committee also offered secretariat services to the Ocean Watch Task Force, a committee of the Howe Sound Community Forum.

In March 2018, Trust Council approved TPC’s request for \$25,000 in the 2019-2020 budget for Strategic Plan projects.

Financial Planning Committee

Role

The Financial Planning Committee (FPC) is responsible for facilitating Trust Council's involvement in the annual budget process. This includes aligning the annual strategic planning process with the annual budget process, monitoring, reviewing, and making recommendations on the organization's financial management, budget, and financial practices to Trust Council, and reviewing audit reports and recommendations. The committee also provides advice to the Trust Conservancy Board on financial services and support.

Members

The FPC consists of 10 trustees from across the Islands Trust Area: one member from the Trust Programs Committee (the chair, unless otherwise appointed), one member from the Local Planning Committee (the chair, unless otherwise appointed), the four members of Executive Committee, one member from the Trust Conservancy Board, and three other trustees. The chair of the committee is elected from amongst the three other trustees.

Members serving for the 2018–2022 term:

Peter Grove*, Salt Spring Island, Chair
Paul Brent*, Saturna Island, Vice-Chair
Deb Morrison*, North Pender Island, Trust Programs Committee
Laura Busheikin*, Denman Island, Local Planning Committee
Peter Luckham, Thetis Island, Executive Committee
Sue Ellen Fast, Bowen Island, Executive Committee
Laura Patrick, Salt Spring Island, Executive Committee
Dan Rogers, Gambier Island, Executive Committee
Robin Williams*, Trust Conservancy Board
Tahirih Rockafella, Galiano Island

Members serving for the 2014–2018 term:

Peter Grove, Salt Spring Island, Chair
Alison Morse, Bowen Island, Vice-Chair
Derek Masselink, North Pender Island, Trust Programs Committee (April 1, 2016 – May 31, 2016)
Brian Crumblehume, Mayne Island, Trust Programs Committee (May 31, 2016 – end of term)
Paul Brent, Saturna Island, Local Planning Committee
Laura Busheikin, Denman Island, Executive Committee
George Grams, Salt Spring Island, Executive Committee
Peter Luckham, Thetis Island, Executive Committee
Susan Morrison, Lasqueti Island, Executive Committee
Dereck Atha, Trust Conservancy Board (April 1, 2015 – March 31, 2016)
Susan Morrison, Trust Conservancy Board (April 1, 2016 - April 3, 2017)
Robin Williams, Salt Spring Island, Trust Conservancy Board (April 4, 2017 – end of term)
George Harris, Galiano Island

The Audit Committee is a sub-committee of the FPC and includes all members with the exception of the four Executive Committee members. The Audit Committee convenes, at a minimum, twice annually to meet with the external auditors and review the year-end audit work program, the audit findings report and any management letter recommendations, and to determine follow-up actions if required.

* indicates current member of the Audit Committee

2018/19 Highlights

As part of its ongoing responsibilities, the FPC oversaw, through its Audit Committee, the completion of the annual financial statement audit for Islands Trust and Islands Trust Conservancy for the fiscal year ending March 31, 2018. The Audit Committee met with external auditors, KPMG LLP, to review their audit findings reports and initiated planning for the March 31, 2019 financial statement audit.

The FPC facilitated Trust Council's development of the 2019-20 budget, recommending that Trust Council adopt a budget reflecting a 2% general tax increase to Trust Area landowners, excluding Bowen Island whose tax requisition is based on Trust Council's approved [Policy 7.2.6 Municipal Tax Requisition Calculation](#). Bowen Island Municipality's contribution increased due to increased planned spending in Trust-wide programs, the Islands Trust Conservancy, related administration expenses, and a greater administrative contribution rate. Salt Spring Island Local Trust Committee requested an additional Special Property Tax Requisition for co-ordination of the Salt Spring Island Watershed Protection Alliance, which was approved by Trust Council upon recommendation from the Committee.

Quarterly financial updates on actual results, as well as forecasts based on the second and third quarter results, were provided to the committee for information and review.

Islands Trust Conservancy

Role

The Islands Trust Conservancy was established in 1990 by the *Islands Trust Act* to preserve natural landscapes and ecosystems in the Islands Trust Area, which covers most of the Gulf and Howe Sound Islands. As the regional land trust for the Islands Trust Area, the Islands Trust Conservancy works with landowners and communities to protect places of natural significance in perpetuity. The Islands Trust Conservancy receives donations of land, conservation covenants and cash, monitors and manages land to conserve and restore biodiversity, and works with islanders on private land stewardship. As a *qualified donee* the Islands Trust Conservancy provides receipts for income tax purposes for all eligible donations.

Members

Serving at the start of the 2018 – 2022 term

Kate-Louise Stamford, Gambier Island (2014-2018, Chair; 2018-present)

Sue Ellen Fast, Bowen Island Municipality (2018-present)

Doug Fenton, Thetis Island (2018-present)

Linda Adams, Salt Spring Island (Appointed Member, 2018-present)

Hoops Harrison, Vancouver and Saturna Island (Appointed Member, 2016-present)

Robin Williams, Salt Spring Island (Appointed Member, 2017-2018, 2018-present)

Serving during the 2014 – 2018 term

Tony Law, Hornby Island (1996-2005, 2011-2014, 2014-2018; Chair, 2012-2018)

Susan Morrison, Lasqueti Island (2011-2014, 2014-2018)

Kate-Louise Stamford, Gambier Island (2014-2018)

Ron Bertrand, Abbotsford North and North Pender Island (Appointed Member, 2014-2015, 2015-2018)

Hoops Harrison, Vancouver and Saturna Island (Appointed Member, 2016-2019)

Protected Places in the Islands Trust Area

As of March 2019, the Islands Trust Conservancy reached an important milestone, protecting over 1,290 hectares of natural and historic values, including XX metres of shoreline, on 105 properties. By the same date, public and non-profit conservation organizations (including the Islands Trust Conservancy) had protected 15,309.66 hectares (19.37 per cent) of the Islands Trust Area.

Protected Places in Each Local Trust Area and Bowen Island Municipality as of March 31, 2019

Local Trust Areas and Bowen Island Municipality	% of Land Protected
Ballenas - Winchelsea	14%
Bowen	20%
Denman	24%
Gabriola	12%
Galiano	24%
Gambier	16%
Hornby	23%
Lasqueti	12%
Mayne	6%
North Pender	19%
Salt Spring	23%
Saturna	45%
South Pender	32%
Thetis	4%

Types of Protected Places in the Island Trust Area

Type of Protected Area	Protected Places (Hectares)	% of Trust Area	% of Protected Places
Conservation Covenant	712.43	0.90%	4.65%
Ecological Reserve	1400.90	1.77%	9.15%
Nature Reserve	1367.72	1.73%	8.93%
Park Community/Municipal	1029.09	1.30%	6.72%

Park Federal	2901.23	3.67%	18.95%
Park Provincial & Protected Area	4815.57	6.09%	31.45%
Park Regional	1138.27	1.44%	7.43%
Watershed Protection	297.75	0.38%	1.94%
Heritage Forest	125.33	0.16%	0.82%
Old Growth Management Area	840.03	1.06%	5.49%
Coastal Douglas-fir (Land Use Order area)	681.36	0.86%	4.45%
TOTAL	15,309.66	19.37%	100.00%

Regional Conservation Plan

On January 30, 2018 the Islands Trust Conservancy Board approved its new ten-year, 2018-2027 Regional Conservation Plan to guide the work of the Islands Trust Conservancy to protect ecosystems the islands in the Salish Sea. The science-based and community-informed 2018-2027 Regional Conservation Plan has four long-term goals with 25 objectives to focus its efforts and resources on the species and habitats most urgently in need of protection. Over the course of the 2018-2027 Regional Conservation Plan, the Islands Trust Conservancy will reassess its priorities and goals to continue to move towards effective protection of the natural landscape of the islands.

The 2018-2027 Regional Conservation Plan sets ten-year objectives for the Islands Trust Conservancy that will help achieve the broader vision and long-term goals of the 2018-2027 Regional Conservation Plan. The following is a summary of the Islands Trust Conservancy's progress in reaching the four long-term goals defined in the 2018-2027 Regional Conservation Plan in 2018-2019:

Goal 1: Science-based Conservation Planning

Identify, investigate and communicate about important natural areas to generate action on conservation priorities

In order to contribute to effective conservation of biological diversity and ecological integrity in the Islands Trust Area, the Islands Trust Conservancy seeks to understand the status of ecosystems and species in the region. The Islands Trust Conservancy utilizes data to support careful decisions on how to manage and steward these lands.

Mapping and Data Analysis

The Islands Trust Conservancy acquires and analyzes data and shares it with others. In 2018-2019, the The Islands Trust Conservancy:

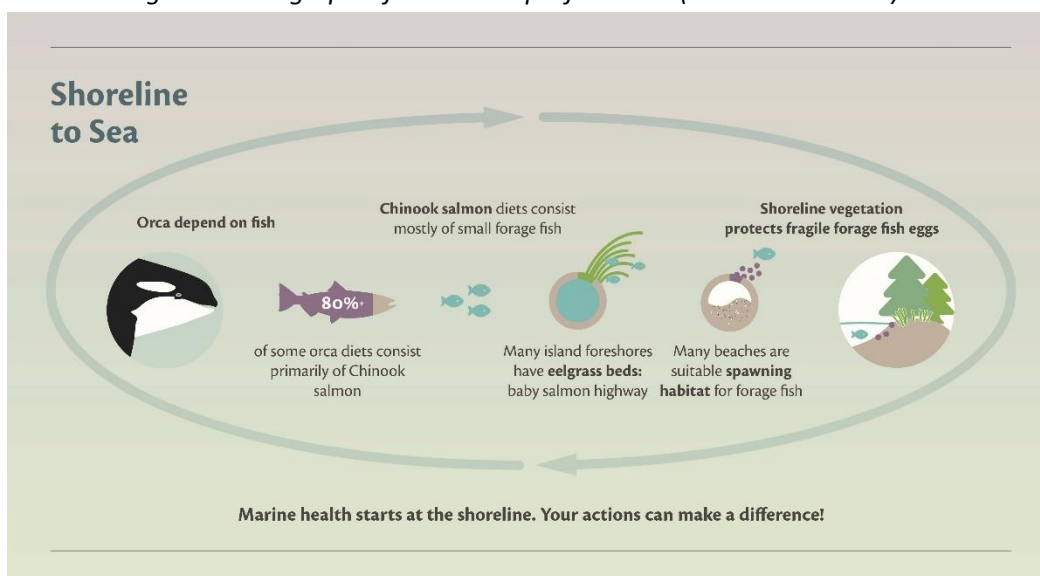
- Updated protected area mapping for the region and contributed to the British Columbia Non-Governmental Organization Conservation Areas Database.
- Coordinated updates of species at risk data with federal and provincial governments.
- Shared data with six organizations.
- Mapped **XX** kilometres of shoreline habitat.

Connecting the Shoreline to the Sea

The Islands Trust Conservancy works with partner organizations to conserve marine ecosystems and nearshore habitats. In 2018-2019 the Islands Trust Conservancy:

- Completed forage fish mapping (surf smelt and pacific sand lance) for James Island and Sidney Island. Forage fish are a key organism in marine food webs, feeding Chinook Salmon and in turn many marine mammals, including the critically endangered southern resident killer whales, or Salish Sea orcas.
- Maintained and updated marine protected area data from partner agencies including marine parks, Rockfish Conservation Areas, and Glass Sponge Reef Fishing Closure Areas. Marine data and mapping is shared on request.

Note to designer: Insert graphic from island profiles here (Orca to shoreline)



Goal 2: Collaboration with First Nations

Strengthen relationships with First Nations to identify and collaborate on shared conservation goals

The Islands Trust Area is situated within the territories of the *Coast Salish* peoples and sits at the center of many First Nations gathering places and villages. First Nations have lived and cared for the beautiful lands and waters of the Salish Sea since time immemorial. The Islands Trust Conservancy acknowledges the traditional and treaty territories of the Coast Salish peoples, on whose lands and waters the Islands Trust Conservancy works and lives. The Islands Trust Conservancy commits to identifying and collaborating on shared conservation goals and projects of mutual interest.

Change How We Work

The Islands Trust Conservancy is working to better engage with First Nations and is seeking opportunities to integrate traditional knowledge, identify and protect culturally significant species, and work together to improve stewardship of cultural and natural heritage.

- **Islands Trust Conservancy Board Training and Recruitment**

On March 26, 2019, the Islands Trust Conservancy Board received a half-day of reconciliation training and understanding. The Islands Trust Conservancy Board also identified experience in First Nations relations and engagement as a primary attribute for board candidates and worked with the Crown Agencies and Board Resourcing Office to add this attribute to its 2018 board recruitment process.

- **Management for Cultural Heritage and Sacred Significance**

Through its understanding and training in reconciliation, the Islands Trust Conservancy reviewed its management planning processes related to properties acquired on Thetis Island and conducted a related archaeological review. The Islands Trust Conservancy also developed language for covenants that further protects existing and potential archaeological sites and contemplates traditional uses in covenant areas.

- **Relationship Building**

The Islands Trust Conservancy shared the 2018-2027 Regional Conservation Plan and expressed its goal of strengthening relationships with First Nations. The Islands Trust Conservancy also reached out to First Nations for management planning on Denman and Thetis Islands.

Goal 3: Protect Core Conservation Areas

Continue to secure and manage Islands Trust Conservancy lands and conservation covenants to maximize ecological integrity

The core of the Islands Trust Conservancy work is to secure conservation areas that conserve biodiversity priorities within the Islands Trust Area. The Islands Trust Conservancy has developed systematic approaches rooted in science and best practices to determine which areas are most in need of protection and focusses its land securement and property management efforts in these areas.

2018-2019 Conservation Covenants

Conservation covenants are a tool that permanently protects natural features on private property while allowing landholders to retain ownership of their land. The Islands Trust Conservancy manages the Natural Area Protection Tax Exemption Program (NAPTEP), which provides island landholders with an annual 65% property tax reduction on the portions of their land protected by a conservation covenant. This incentive is unique to the Islands Trust Area.

- **Swift Family Link Island NAPTEP Covenant, Northern Coast Salish Territory, Link Island**

The Swift Family Link Island NAPTEP Covenant protects 19.3 hectares (47 acres) in the Gabriola Island Local Trust Area. This covenant protects 2.9 kilometers of shoreline which is rich in marine life and supports cliff-nesting birds such as Pigeon Guillemot. On shore, two seasonal wetlands support breeding populations of Northern Pacific Tree Frogs and are used extensively by bats for foraging. The covenant also protects Garry Oak outcrops and five provincially red and blue-listed plant communities.

2018-2019 Land Acquisitions

- **Valens Brook Nature Reserve Addition (2.5 hectares), Northern Coast Salish Territory, Denman Island**

The Valens Brook Nature Reserve addition increases the size of the protected area to 6.3 hectares adding protection to Valens Brook – a salmon-bearing creek that runs through a maturing forest and a lush sword fern gully into Baynes Sound. The Valens Brook Nature Reserve is a story of neighbours inspiring neighbours to protect fragile island ecosystems.

- **Salish View Nature Reserve (11.5 hectares), Northern Coast Salish Territory, Lasqueti Island**

On December 21, 2018, the Islands Trust Conservancy and the Lasqueti Island Nature Conservancy successfully fundraised \$250,000 to purchase and protect Salish View Nature Reserve. The Salish View Nature Reserve connects with Squitty Bay Provincial Park, creating a contiguous shoreline to skyline protected area. Salish View boasts a 270-degree vista of the Salish Sea from the summit and is home to peregrine falcons and ancient groves of arbutus and Coastal Douglas-fir trees. The acquisition of the property is planned to conclude in the 2019-2020 fiscal year.

Opportunity Fund

The Opportunity Fund provides support for ‘hard to fundraise’ costs associated with land protection or leverages donations through matching funds for land acquisition campaigns. The disbursement of funds is guided by the 2018-2027 Regional Conservation Plan and the Islands Trust Conservancy Board considers applications twice per year.

In 2018-2019, the Opportunity Fund received \$2,334.16 in donations and calendar sales. The Islands Trust Conservancy awarded the following Opportunity Fund grants:

- \$3,990 to the Saturna Wetland Conservation Project for a phase one ecological assessment of a candidate conservation property.
- \$2,720 to the Galiano Conservancy Association for an ecological assessment associated with the acquisition of a candidate conservation property.

Stat for sidebar infographic: \$6,710 distributed to projects to protect biodiversity in the Islands Trust Area.

Geographically Restricted Funds

Some Islands Trust Conservancy donors prefer to designate their gift to a specific island. To accommodate this request, the Islands Trust Conservancy has the ability to hold geographically-specific accounts, and currently maintains acquisition funds for Lasqueti Island, Gambier Island and Thetis Island. Interested donors can donate to an existing fund or set up an island specific fund.

Take Care of What We Have

Acquiring a property or signing a conservation covenant is just the first step in ecosystem protection. The Islands Trust Conservancy monitors and manages its nature reserves according to management

plans that identify long-term conservation, as well as restoration goals. In 2018-2019 the Islands Trust Conservancy undertook many property management projects in partnership with island conservancies, including:

- Monitoring all Islands Trust Conservancy nature reserves to assess property management needs.
- Monitoring all Islands Trust Conservancy covenants to maintain relationships with landowners and ensure compliance.
- Revised management plans for the Medicine Beach Nature Sanctuary (North Pender Island) and the Morrison Marsh Nature Reserve (Denman Island).
- Initiated revision for the Mount Artaban, Brigade Bay Bluffs, and Long Bay Wetland Nature Reserves (Gambier Island), which involved surveying for species at risk, updating ecological inventories, assessing current management challenges, and undertaking public engagement through a online questionnaire and web conference.
- Removing exotic and invasive species from conservation covenants and nature reserves on Denman, Galiano, and Salt Spring Islands.
- Continuing trail improvement projects at Elder Cedar Nature Reserve (Gabriola Island).
- Planting and caging trees to restore 0.3 ha of coastal western hemlock forest in Brigade Bay Bluffs Nature Reserve (Gambier Island). Since 2017, 0.55 ha of forest have been restored at this reserve.
- Monitoring forest restoration projects at Singing Woods and David Otter Nature Reserves (Bowen Island), Lindsay Dickson Nature Reserve (Denman Island), Mt Trematon and John Osland Nature Reserves (Lasqueti Island), Trincomali Nature Sanctuary (Galiano Island), and Long Bay Wetland and Brigade Bay Bluffs Nature Reserves (Gambier Island).
- Participating in a Parks Canada-led Sidney Island Restoration project that will benefit Islands Trust Conservancy covenants.

Goal 4: A Strong Voice for Nature Conservation

Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area

The Islands Trust Conservancy has been a consistent presence in the conservation of species and ecosystems for almost 30 years. In order to remain a long lasting, stable agency the Islands Trust Conservancy must continually adapt to changing circumstances, both on the landscape and as an organization, while maintaining a stable base.

Tell Our Story

The impacts and pressures on natural systems and habitats today is extreme. The work of securing and leaving a legacy for future generations has never been more urgent. That is why telling a compelling story about the important work of Islands Trust Conservancy and our partners is so critical to the work we all do. The Islands Trust Conservancy is engaging audiences in and beyond the Islands Trust Area to inspire conservation of the Islands in the Salish Sea – an area well loved by many.

- **Islands Trust Conservancy Name Change**

In May 2018, the provincial legislature amended the *Islands Trust Act*, renaming the Islands Trust Fund to the Islands Trust Conservancy. For many years, the Islands Trust Conservancy felt that its name was a barrier to effective communication and fundraising. The new name more clearly tells the story of the work the Islands Trust Conservancy does and will assist the Islands Trust Conservancy in its fundraising efforts. The name change was launched in September with a revised website and communications materials.

- **Island Profiles**

Each island area now has a conservation status information sheet telling its conservation story. These attractive information sheets convey the scientific baselines the Islands Trust Conservancy uses to measure conservation progress in the Islands Trust Area.

Up to Date Tools and Strategies

The Islands Trust Conservancy needs to engage with the latest technology and best practices to be relevant and effective. Up to date tools will enable the Islands Trust Conservancy to tell compelling stories to connect with donors and supporters to inspire conservation in the Islands Trust Area. Likewise, advancing technology in the field builds efficiencies and saves important dollars for use elsewhere.

- **Islands Trust Conservancy Website Discovery Project**

The Islands Trust Conservancy worked with the Islands Trust in a phase one-discovery review of their websites to inform a successful budget request for a website rebuild in the next fiscal year. The discovery included reaching out to key audiences to listen and learn how the Islands Trust Conservancy can do a better job of communicating with our key audiences.

- **Technology in the Field**

The Islands Trust Conservancy is developing technology in the field to streamline data collection and storage of the growing number of properties it manages.

- **Islands Trust Conservancy Board Fund Development Advisory Committee**

In March 2018, the Islands Trust Conservancy Board elected to form a special Fund Development Advisory Committee to create of a strategy and an action plan to meet Islands Trust Conservancy funding needs.

Build Strong Conservation Partners

The Islands Trust Conservancy strives to support and enhance the work of the Islands Trust and conservation partners working in the Islands Trust Area.

- **Encourage Local Governments to Prioritize Biodiversity**

The Islands Trust Conservancy strives to work with the Islands Trust Council, local trust committees and island municipalities to share ecological data to help implement regional conservation goals and

objectives within Official Community Plans and Land Use Bylaws. In 2018-2019, the Islands Trust Conservancy provided ongoing support for Islands Trust Local Planning Services' use of sensitive ecosystem mapping, shoreline mapping (eelgrass and forage fish) and Species at Risk mapping. It also assisted with the production of the Conservation Planning in Coastal Douglas-fir Ecosystems: A Quick Guide for Local Government handbook.

- **British Columbia Parks and Protected Areas Forum (BCPARF)**

Islands Trust Conservancy staff participated in the British Columbia Protected Areas Forum hosted by the University of Northern British Columbia in 2018. Staff learned about integrating climate change models into conservation planning and indigenous conservation initiatives, including co-management of land.

- **Island Outreach**

Islands Trust Conservancy staff and Islands Trust Conservancy Board members co-hosted board-to-board and community celebrations for the completion of the Fairsylipper Forest Nature Reserve on Thetis Island. Staff and board members reached over 250 people, educating children, locals and visitors about the role of protecting habitat to conserve sensitive island species.

- **Coastal Douglas-fir and Associated Ecosystems Conservation Partnership**

The Islands Trust Conservancy Ecosystem Protection Specialist sits on the Steering Committee for the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP). In 2018-2019, the Islands Trust Conservancy collaborated with the Province of British Columbia on the Coastal Douglas-fir land use order to identify and scope in priority lands for protection in the Islands Trust Area.

- **Stewardship Education**

The Islands Trust Conservancy encourages islanders to get involved in conserving and stewarding private land by supporting conservation education and sharing information on best practices. In 2018-2019, the Islands Trust Conservancy promoted private land conservation through its website, the Heron newsletter (printed and online), e-news updates to subscribers, Facebook posts and Twitter. Islands Trust Conservancy brochures are also available in local libraries

Local Trust Committees and Bowen Island Municipality

A local trust committee exists for each group of islands designated as a local trust area under the Islands Trust Act, except for Bowen Island, which is an island municipality.

Each local trust committee has three members — two locally elected trustees and one Executive Committee member serving as the Chair.

A local trust committee is responsible for land use planning and regulation for its area of jurisdiction. The responsibilities include preparation and adoption of official community plans, land use bylaws,

zoning and subdivision bylaws, regulation of soil removal and deposit, and authorization of permits under Part 26 of the *Local Government Act*.

A seven-member Council serves the Bowen Island Municipality, which holds broad municipal powers including land use planning. The community elects two of the municipal councillors to Trust Council.

Ballenas - Winchelsea Islands (Executive) Local Trust Committee

Still waiting approval

Bowen Island Municipality

Sue Ellen Fast and Michael Kaile are the Bowen Island municipal trustees on the Islands Trust Council. Bowen Island Municipality produces its own annual report, available online at bowenislandmunicipality.ca/reports-publications.

During 2018/19, 11 Bowen Island bylaws were approved by the Islands Trust's Executive Committee.

Denman Island Local Trust Committee

The Denman Island Local Trust Committee (DE LTC) held seven regular business meetings and one special business meeting in the 2018/19 fiscal year.

Work for this period focused on advancing the DE LTC priority to implement the Denman Island Farm Plan, and advancement of reconciliation and relationship building with local First Nations.

The Denman Island Local Trust Committee also received and considered numerous reports in conjunction with two major rezoning applications for affordable housing on the island.

Gabriola Island Local Trust Committee

The Gabriola Island Local Trust Committee (GB LTC) held nine regular business meetings, four special meetings, and one public hearing in the 2018/19 fiscal year.

Work for this period included amending the Mudge Island Land Use Bylaw 2007 to update lot coverage regulations. A review of Gabriola Island Land Use Bylaw 1999 regulations applicable to water taxis was advanced. The GB LTC advanced Phase 2 of its Housing Options and Impacts Review, which involves potential changes to the Gabriola Official Community Plan and Land Use Bylaw. The GB LTC also adopted standing resolutions for the processing of non-medical retail cannabis application referrals and for First Nations engagement and reconciliation.

The Gabriola Island Local Trust Committee considered 21 a number of development applications, including six development permits, seven development variance permits, one rezoning application (commercial moorage), and one temporary use permit application (commercial vacation rental).

Galiano Island Local Trust Committee

The Galiano Island Local Trust Committee (GL LTC) held nine regular business meetings and one special business meeting in the 2018/19 fiscal year.

Work for this period focused on advancing the GI LTC priority on affordable housing and completion of a telecommunications strategy.

The Galiano Island Local Trust Committee also considered two major rezoning applications, two development permits, four variances, and two temporary use permits.

Gambier Island Local Trust Committee

The Gambier Island Local Trust Committee (GM LTC) held seven regular business meetings, three special meetings, and one public hearing in the 2018/19 fiscal year.

During the fiscal year, the GM LTC advanced top priority projects including shoreline protection for Keats Island and the implementation of the Riparian Areas Regulation on Gambier Island. The GM LTC also hosted a Green Shores workshop on North Thormanby Island with the Stewardship Centre for British Columbia.

Thirty-eight land use applications and referrals were processed for the GM LTC and the committee also continued to consider rezoning the Convention of Baptist Churches of British Columbia property on Keats Island.

Hornby Island Local Trust Committee

The Hornby Island Local Trust Committee (HO LTC) held five regular business meetings in the 2018/19 fiscal year.

During this period, the HO LTC continued work on community education and enforcement around vacation home rentals, initiated land use bylaw technical amendments, and commenced a project to address watershed protection and groundwater preservation on the island.

The Hornby Island Local Trust Committee also received and considered development applications including four development permit applications, one temporary use permit application, and two Agricultural Land Commission applications.

Lasqueti Island Local Trust Committee

The Lasqueti Island Local Trust Committee (LA LTC) held five regular business meetings, three special meetings, and one public hearing in the 2018/19 fiscal year.

During the fiscal year, the LA LTC amended the Lasqueti Island Land Use Bylaw subdivision regulations to clarify minimum permitted lot size, initiated a comprehensive Official Community Plan and Land Use Bylaw Review Project, and issued one development variance permit.

The Lasqueti Island Local Trust Committee also developed and endorsed a new protocol agreement with the qathet Regional District Board.

Mayne Island Local Trust Committee

The Mayne Island Local Trust Committee (MA LTC) held six regular business meetings in the 2018/19 fiscal year.

Work for this period focused on advancing the MA LTC priorities on a Commercial Land Use review and completing the Riparian Area Regulations project. The MA LTC has also initiated a project on groundwater sustainability.

The Mayne Island Local Trust Committee also considered one rezoning applications and five development variance permits.

North Pender Island Local Trust Committee

The North Pender Island Local Trust Committee (NP LTC) held nine regular business meetings and one special business meeting in the 2018/19 fiscal year.

Work for this period focused on advancing the NP LTC priorities on planning waste management and completing a project to permit and regulate secondary suites. The NP LTC has also initiated a project on groundwater sustainability as part of a focus on climate change mitigation, adaptation, and resilience.

The North Pender Local Trust Committee also considered two major rezoning applications, six development permits, four variances, and eight temporary use permits.

Salt Spring Local Trust Committee

Still awaiting final text.

Saturna Island Local Trust Committee

The Saturna Island Local Trust Committee (SA LTC) held five regular business meetings and one special business meeting in the 2018/19 fiscal year.

Work for this period focused on advancing the LTC priorities of zoning for secondary suites and guidelines for vacation rentals, along with completion of an update to its Land Use Bylaw.

The LTC continued to work on building its relationships with First Nations.

The LTC also considered two rezoning applications, one variance, and one temporary use permit.

South Pender Local Trust Committee

NB: SP LTC text still awaiting final approval.

The South Pender Island Local Trust Committee (SP LTC) held four regular business meetings in the 2018/19 fiscal year.

Work for this period focused on advancing SP LTC priorities by adopting amendments to the Official Community Plan to designate and provide policies supporting pedestrian and bicycle routes, and by establishing a Community Heritage Registry.

The South Pender Island Local Trust Committee continued to work on building its relationships with First Nations.

Thetis Island Local Trust Committee

The Thetis Island Local Trust Committee (TH LTC) held five regular business meetings in the 2018/19 fiscal year.

Work for this period focused on advancing the TH LTC priorities to address private moorage regulations for Ruxton Island, implementation of the Riparian Areas Regulation on Thetis Island, and advancement of reconciliation and relationship building with local First Nations.

In order to provide backup transmission for the existing Telus network, the Thetis Island Local Trust Committee also considered and provided its concurrence to Industry Canada for a telecommunications tower proposal on Thetis Island.

Reconciliation and Relationship Building

From shore to shore across the lands and waters of the Salish Sea, First Nations communities have called this place home since time immemorial. Their village sites, harvesting areas, and gathering places reflect the abundance and beauty of their homelands, treaty lands, and traditional territories. The Salish Sea is and was home to the Coast Salish and Northern Coast Salish peoples from Denman Island to the Southern Gulf Islands. The Islands Trust Area encompasses this Indigenous homeland and the 10,000 years of history and culture of First Nations peoples.

When the Islands Trust was formed in 1974, existing policies and processes limited our understanding and recognition of reconciliation. We realize from the important work of the Truth and Reconciliation Commission (TRC) and the signing of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) that organizations and society have work to do to build better relationships with First Nations communities and governments. The principles and framework of this work is outlined in the TRC Calls to Action and the UNDRIP Articles. As well, the federal and provincial government are developing frameworks for moving forward to strengthen and commit to the important work of Reconciliation.

Over the last few years, Islands Trust bodies have begun the foundational work of acknowledging and committing to Reconciliation. The Islands Trust Council initiated policy and engagement processes that will develop understanding and knowledge around Reconciliation and relationship building with First Nations within the Islands Trust Area.

Islands Trust bodies took the following steps to develop and implement the work of Reconciliation and relationship building:

- Meetings with First Nations community leaders, Chiefs, and Councils throughout the Islands Trust Area both at the local trust committee and organizational level;
- Review of engagement process to ensure that the Islands Trust is acknowledging treaty and traditional territory lands and waters;
- Education of staff and trustees on the history of the islands within the Islands Trust Area and embedding that knowledge within the organization;
- Implementation of the Islands Trust First Nations engagement plan and policies.

This body of work and time of reflection resulted in the passing of a Reconciliation Declaration by the Islands Trust Council on March 14, 2019, on Gabriola Island. This historic step will set the tone for a Reconciliation Action Plan and future relationship building in the years to come. Islands Trust commits to moving forward together to realize the important work of reconciliation, knowing that we do so with humility and respect for the people and place in which we live.

Climate Change Action

Climate change will have serious consequences for the ecosystems of the islands in the Trust Area, impacting everything from oceans to shorelines to forests. These impacts will greatly affect the communities that depend on them.

The forests of the Islands Trust Area have a high carbon storage capacity, with the potential to act as a major sink for carbon produced in the region. Through land acquisition and covenants, the Islands Trust Conservancy continues to protect mature and maturing forests. In 2018-19, the Conservancy acquired the Valens Brook Nature Reserve addition (2.5 hectares) on Denman Island and protected 19.3 ha of forest and coastal bluff through a conservation covenant on Link Island, bringing the total number of protected areas up to 105.

All land use planning staff reports are required to include a section on climate change and greenhouse gas emission reductions, and staff recommendations are based on the best practices available for mitigating climate change.

Islands Trust Council is also a signatory to the B.C. Climate Action Charter, with a focus on operational carbon neutrality. From 2012 – 2014, this was achieved with the purchase of carbon offsets from the Community Carbon Marketplace. From 2015 – 2018, it was achieved through carbon credits afforded to Islands Trust by our participation in the Capital Regional District Organic Waste Composting Project.

On an operational level, Islands Trust takes the following steps to reduce its carbon footprint:

- Encourage trustees and staff to share vehicles when travelling.
- Hold, where possible, meetings electronically to reduce trustee and staff travel.
- Encourage staff to bike to work through provision of safe bike lockers and promotion of bike to work week.
- Support flexible staff work schedules and work locations, which results in less carbon emissions related to travel to and from work.
- Using paperless meeting management software to reduce paper consumption.

Detailed information is available in our [Climate Action Revenue Incentive Public \(CARIP\) Report](#) for 2017. The CARIP Report for 2018 will be available on the Islands Trust website once approved by Trust Council at their September 2019 meeting.

Legislative Services - Administrative Fairness and Freedom of Information

The Legislative Services Manager is responsible for the planning, coordination, and control of a variety of functions necessary to carry out the legislative obligations of the 15 corporate bodies of the Islands Trust. The manager delivers direct services to trust bodies, staff, and the public by providing advice, support, and recommendations on statutory, procedural, or privacy matters. As part of this service, the manager acts as corporate Records Manager, Freedom of Information and Protection of Privacy Head, and coordinates elections and by-elections.

The general local election of Island trustees took place on October 20, 2018. Across the entire Trust Area 26 trustees were elected, two for each of 12 local trust areas and two for Bowen Island Municipality. As the result of a resignation, a by-election was held on March 2nd to elect one Hornby Island Local Trustee.

The manager also oversees the orientation of elected officials and the training of staff regarding legislative and administrative matters, such as Freedom of Information and Protection of Privacy, minute taking guidelines, and email and records management.

In the area of records management, the project to convert the Storage Area Network structure for electronic documents to a shared drive structure connected to the three separate Islands Trust offices, and which mirrors the records classification system currently applied to hard copy records, was substantially completed.

Islands Trust policy requires the reporting of the number of administrative fairness complaints received each year. There were no complaints received during the period. Also during 2018/19, there were 15 requests for records received pursuant to the Freedom of Information and Protection of Privacy Act. Of these, five were received from Salt Spring Island, six from Denman Island, and two each from Hornby and North Pender islands.

Enforcement and Legal Action

The purpose of the bylaw compliance and enforcement program is to support the object of Islands Trust to preserve and protect the Trust Area and its unique amenities and environment by ensuring compliance with local trust committees' bylaws.

The bylaw compliance and enforcement policy was updated this year to include an emphasis on voluntary compliance rather than enforcement. Voluntary compliance is indicated by a commitment to corrective action as soon as reasonably possible and the cessation of an unlawful activity. Compliance to bylaws is sought through a combination of education, mediation, and enforcement techniques. The primary aim is to achieve voluntary compliance and staff continue to look for ways to increase the number of cases that are resolved in this manner. In addition, bylaw compliance and enforcement officers continue to develop their skills in mediation and communication to support their work.

Islands Trust staff estimate that more than 95 per cent of bylaw investigation files are resolved before legal action is required. Local trust committees may request legal action if other avenues for achieving bylaw compliance fail. Responsibility for approving the funding of any legal action requested by a local trust committee rest with the Islands Trust Executive Committee

In most of the local trust areas, a bylaw enforcement notification system is used as an alternative approach to resolving some bylaw violations out of the court system. The first step is a ticket that informs the recipient of the alleged bylaw violation, the penalty amount, and how to pay the penalty or dispute the ticket. The recipient can either pay the penalty, dispute the ticket, or work with bylaw enforcement staff to negotiate a compliance plan. If compliance is achieved the ticket amount is reduced to zero.

Due to the concerns with the availability of affordable housing on the Gulf Islands, enforcement action against unlawful short-term vacation rentals continues in many local trust areas. Salt Spring has a proactive enforcement campaign with dozens of operators contacted regarding their non-permitted uses. This work has become the priority of the Salt Spring Bylaw Compliance and Enforcement Officer. Compliance and enforcement staff have started to review and document all Airbnb and VRBO advertisers and operators in the Southern Gulf Islands in order to inform local trust committees and island residents concerned about short-term vacation rentals of the true number, scale, and impact of the Airbnb and VRBO platforms on the islands housing supply.

Appendix A: Strategic Plan 2014 – 2018

To be added.

Appendix B Islands Trust Financial Statements

To be added, once approved by TC.

Appendix C Islands Trust Fund Financial Statements

To be added, once approved by TC.

Suggestion for inside back cover: climate change emergency declaration.

If you are reading a print version of this report, you can access hyperlinks by going to the online version at islandstrust.bc.ca/annualreports

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BRIEFING

To:	Trust Council	For the Meeting of:	June 19, 2019
From:	Trust Area Services	Date Prepared:	May 31, 2019
SUBJECT:	Draft Revised Policy Statement Engagement Plan		

PURPOSE:

To provide Trust Council with feedback on the Policy Statement Amendment project and planned engagement activities.

BACKGROUND:

The Islands Trust Act states that

15 (1)*The trust council must, by bylaw, adopt a trust policy statement that applies to the trust area.*

(2)*The trust policy statement*

(a) must be a general statement of the policies of the trust council to carry out the object of the trust,

(b) may establish different policies for different parts of the trust area, and

(c) has no effect for the purposes of subsection (4) unless it is approved by the minister.

The Islands Trust Policy Statement is fundamental to the operations of the Islands Trust, guiding the development of regulatory bylaws and land use planning of local trust committees and Bowen Island Municipality as well as Trust Council's strategic plan, advocacy and intergovernmental programs. The Policy Statement articulates Trust Council's provincial mandate to preserve and protect the environment and unique amenities of the Islands Trust Area. It is a Trust Council bylaw approved by the Minister of Municipal Affairs and Housing. While Trust Council's policies indicate it should review its Policy Statement every five years, the last substantive review took place in 1998.

The Introduction includes the following sections:

- History of the Trust Area
- Establishment of the Islands Trust
- Increasing Pressure and Amendments to the *Islands Trust Act*
- Present Context
- The Challenge
- The Islands Trust Policy Statement
- Organization of the Islands Trust Policy Statement
- Location of the Trust Area (map)

Part I: “Purpose and Implementation of the Trust Policy Statement” includes the following sections:

- Purpose of the Policy Statement (no section title in Policy Statement document)
- Roles and Responsibilities
- Amendments and Review

Part II: “The Islands Trust Object and Guiding Principles” includes the following sections:

- The Islands Trust Object and Its Meaning
- Guiding Principles

Part III: “Ecosystem Preservation and Protection” sets out Trust Council’s goal: “To foster preservation and protection of the Trust Area’s ecosystems and related policies (Council commitments, recommendations and directive policies).

Part IV: “Stewardship of Resources” sets out Trust Council’s goal: “To ensure the human activity and the scale, rate and type of development in the Trust Area are compatible with maintenance of the integrity of trust area ecosystems” and related policies (Council commitments, recommendations and directive policies).

Part V: “Sustainable Communities” sets out Trust Council’s goal: “To sustain island character and healthy communities” and related policies (Council commitments, recommendations and directive policies).

Schedule I: Definitions includes 28 definitions of words or phrases used in the document.

Since the Policy Statement was adopted, communities have changed and new issues and challenges have emerged which are not addressed in the document. References to First Nations rights and title and historical use of the region are minimal and inaccurate. Some islanders have questioned how the balance between environmental, social and economic values could be clarified. In 2010, Trust Council struck a Policy Statement Assessment Task Force to provide advice about future amendments. As noted in the Task Force’s final report in 2011: “The Policy Statement requires review and amendment from time to time for the simple reason that issues pertinent to the object of the Islands Trust shift in character and importance over time, and new issues may emerge that previously were unforeseen.”

Trust Council’s Policy Statement Amendment Policy outlines the required steps for Trust Council to review and amend the Policy Statement Bylaw. Key considerations for the amendment process are that the Policy Statement Bylaw may be amended by Trust Council only with the approval of the Minister responsible for local government, and such Ministerial approval will be based on ensuring no conflicts with Provincial interests and adequate engagement with First Nations. The process will be guided by an inter-ministry advisory group to ensure the Provincial interest is sufficient addressed. This group has not yet met.

On June 21, 2017, Trust Council resolved:

that the Islands Trust Council assign the Executive Committee, with involvement from Trust Programs Committee as appropriate, to co-ordinate a review of the Introduction, Part I, Part II and Schedule 1 - Definitions sections of the Policy Statement.

The Policy Statement Amendment Policy states that:

As soon as practicable after the initiation of a Policy Statement amendment process, the Executive Committee must adopt an engagement plan per Section C.1., and must consider whether the opportunities for engagement with one or more of the persons, organizations and authorities listed in the plan should be early and ongoing.

In November 2017, the Executive Committee adopted an engagement plan for the project. The Chair sent a letter to First Nations in November 2017 but the project faced implementation delays, primarily due to vacancies and changes in key staff within Trust Area Services, and a Trust Council decision in June 2018 to prioritize other initiatives.

In March 2019, the Executive Committee endorsed a revised engagement plan and sent it to Trust Programs Committee for comment. Trust Programs Committee reviewed the plan in May and did not request changes but trustees discussed that the working title should be changed. The revised engagement plan that reflects a change in approach to the sequencing of First Nations and public engagement processes that involves parallel processes rather than a sequential one. In support of Trust Council's 2014-2018 Strategic Plan goal "Improve community and agency understanding and support of the Islands Trust". The revised plan includes more focus on online engagement tools and more detail about the proposed engagement methods. It also reflects Trust Council's March 2019 resolution to: *add climate change mitigation, resilience, and adaptation policies to the Islands Trust Policy Statement amendment project*.

The final engagement plan will include four streams of engagement: one for First Nations, one for the general public, one for staff, and one for Trust Council itself. A focus will be on raising the profile of Islands Trust generally as well as seeking input on the Policy Statement and, as appropriate, proposed *Islands Trust Act* changes.

Staff have referred the draft engagement plan to local trust committees for comment on which engagement methods are appropriate locally and which months work best for outreach. Staff will be referring the plan soon to Bowen Island Municipality.

Implementation of the engagement plan will be the primary focus of the Trust Area Services team through the rest of 2019/20, along with the website renewal project, annual projects such as the annual report and budget consultation, and any assigned strategic plan projects. Staff intend for the implementation of this engagement plan to be complemented and supported by implementation of a 2019/20 communication plan. Staff and trustees will need to remain cognizant of staff capacity limitations within Trust Area Services during times of peak activities, as there will be reduced ability to undertake other activities, including advocacy. The project may require significant involvement of the Chair, CAO, and Executive Committee members, depending on the extent of First Nations and media interest.

Trust Council has allocated \$45,000 in fiscal year 2019/20 for the Policy Statement Amendment Project and \$15,000 for engagement related to proposed *Islands Trust Act* changes. Trust Area Services also has separate funding for contractors and communications that it may use for activities that complement and support this project.

Throughout implementation of the project, staff will maintain active communication with Executive Committee, Trust Programs Committee, and the interagency working group. If First Nations or local trust committees/Bowen Island Municipality have significant concerns or objection with the timing or implementation of the engagement plan, staff will provide advice to the Executive Committee about potential changes to activities and/or timing.

As this will be Islands Trust's first experience with amending the Policy Statement in more than 20 years, there may be unanticipated process issues. If necessary, staff will advise Executive Committee, Trust Programs Committee, and/or Trust Council of any concerns with the implementation of the engagement plan or the Policy Statement Amendment Policy requirements.

First Nations: Staff has advised on an incremental trust building and relationship building process to begin the engagement with First Nations. The current Policy Statement as it is written does not acknowledge Indigenous presence on the land or incorporate rights and title on treaty, traditional, or core territory that lies within the Islands Trust Area boundary. The current Policy Statement does not reflect UNDRIP or the TRC duties for local or government bodies.

Letters to introduce how the amended engagement processes will be undertaken will be forwarded to First Nations with an outline of engagement plans and processes for their input. The proposed engagement plan is designed to reflect successful models of negotiation and engagement with First Nations in Coast Salish territory and has been informed by discussions with various Nations on how best to proceed. The recommended course of action is to create a parallel process with two engagement processes; one for First Nations engagement and discussion; and one for the general public of the Trust Area. This provides a transparent process that allows for each process to inform the other on developments, core concerns, challenges, and review. It allows for the building of trust with First Nations since it does not precede general public engagement before or after First Nations engagement. As well, the processes in the draft Policy Statement process will ensure that core concerns and comments provided by First Nations will not be reviewed or debated by the general public in a way that diminishes or negates this important First Nations engagement process.

ATTACHMENT(S):

1. Link: Trust Council policy 1.2.i [Policy Statement Amendment Policy](#)

FOLLOW-UP: Staff will continue to implement the engagement plan, and will be provide feedback to the Executive Committee from Trust bodies/Bowen Island Municipality as it is received. Staff are currently looking towards a public launch late-July. The completion date is uncertain and will be largely be determined by the nature and extent of engagement with First Nations.

Prepared By/Date: Clare Frater, Director, Trust Area Services/May 31, 2019
Russ Hotsenpiller, CAO/May 31, 2019
Executive Committee, June 5, 2019



BRIEFING

To:	Trust Council	For the Meeting of:	June 18, 2019
From:	Executive Committee	Date Prepared:	May 30, 2019
SUBJECT:	DEVELOPMENT OF STRATEGIC COMMUNICATIONS PLAN		

PURPOSE: To provide Trust Council with the format and outline for the Islands Trust 2019/20 communications plan.

BACKGROUND:

At its May 8, 201 meeting, the Executive Committee endorsed the format and outline for a communications plan that would guide communications work through 2019/20 and provide foundational goals and elements that will support communications work into the future.

Staff committed to develop an updated version of the plan that reflects input received from trustees and to support whatever strategic objectives Trust Council identifies for the term ahead. The plan will also seek to support—and be responsive to—the Policy Statement Engagement Plan, the Reconciliation Action Plan when it is adopted by Trust Council and any Trust measures undertaken in support of the recently declared climate change emergency. Staff will execute the Plan in a manner that complements the Conservancy’s communication program.

In future, staff intend to recommend that the Islands Trust Council develop a companion Islands Trust Engagement Plan.

Staff continue to develop elements of the plan and will provide a draft plan to the Executive Committee by mid-August.

The Islands Trust communications program is guided by the Trust Council Communications Policy (6.10. ii) and the following two resolutions of the Executive Committee:

EC-2016-59 (April 27, 2016)

That the Executive Committee delegates the planning, management and implementation of the public relations program to the CAO; and that the Executive Committee continues to approve broad communications principles and strategic goals.

EC-2016-121 (August 17, 2016)

That the Executive Committee approve the attached "Public Engagement Principles and Communications Objectives" associated with delivery of the Islands Trust communications strategy."

The Islands Trust Council's 2014-2018 Strategic Plan included the following objective: 9.2 *Improve communications about the Islands Trust object and history*. As time permits, staff have been working on developing a corporate communication plan in support of this objective and the recent website discovery project has further informed this work.

ATTACHMENT(S):

- Outline for Communications Plan
- Draft SWOT communications analysis

Prepared By: Andrew Templeton, Communications Specialist

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 31, 2019
Russ Hotsenpiller, CAO/May 31, 2019

Outline for Proposed Communications Plan 2019/20

Overview

Trustees have been clear that improved communications is a priority and should be reflected across all the Islands Trust's work, making it important that a communications plan is both effective and wide ranging.

2019/20 will be a pivotal year for how the Islands Trust conducts its communications work. The process of designing and building a new website—our single most important communication tool—will inform development of key messages and how we tell our story online. The engagement program in support of Policy Statement and *Islands Trust Act* amendments will allow staff to test key messages and pilot various communication tools directly with the public.

A one year communication plan that outlines the foundational elements and goals provide interim guidance and allow staff and trustees to make sure that the plan works in concert with the draft Reconciliation Action Plan, measures in support of the declared climate change emergency and provide the flexibility needed to respond to new strategic objectives that will emerge through the Islands Trust Council's strategic planning process.

Goals

Staff have identified the following as the communication goals for the plan:

1. **Improve how we tell the story of the Islands Trust**—including its object, how the work we do is in support of that object—so that there is greater awareness and understanding in the community and among partner agencies about who we are.
2. **Support enhanced engagement and community participation** in the work of the Islands Trust, so that communities feel valued and supported.
3. **Support trustees and staff** to deliver consistent and co-ordinated messages to the public and stakeholders in a way that reflects the unique character and needs of each island and project, while keeping true to the Object.

Analysis

The plan will then provide a snapshot of where we are at the moment, including our current communication challenges. This section will also draw on the discovery work that was done by consultants for the website renewal.

To give a sense of this content, a SWOT (Strength, Weakness, Opportunities, and Threats) analysis is attached.

Opportunities

This next section will outline how we meet the communications challenges and support the three goals defined above.

It will outline some general principles that our communications work should adhere to, including the concept of “two-way communications”, in support of the following proposed mission:

To provide a framework and clear pathways that will enhance the Islands Trust's two-way communications capacity, improve community and stakeholder relationships, and deliver effective communications programs that help achieve the strategic goals of the Trust and support the Trust in fulfilling its mandate.

GOAL 1: improve how we tell the story of the Islands Trust—including its history, Object, and the work we do towards achieving that object—so that there is greater awareness and understanding in the community and among partner agencies about who we are.

- i. **Objective:** revise and develop key messages, including tagline
- ii. **Objective:** website maintain current website, prepare for new website
- iii. **Objective:** expand social media, including policy and procedures
- iv. **Objective:** improving our subscriber service
- v. **Objective:** improving our print materials, including a new leaflet on history and purpose of trust; and specific materials for the policy statement review
- vi. **Objective:** on-island signage, banners
- vii. **Objective:** improving our look, building on the visual style guide
- viii. **Objective:** video project phase 2

GOAL 2: support enhanced engagement and community participation in the work of the Islands Trust, so that communities feel valued and supported.

- i. **Objective:** support the creation of an IEP2 engagement plan, including the support of pilot work
- ii. **Objective:** to provide planning staff with templates and original material that will support their engagement work on key projects
- iii. **Objective:** support enhanced use of online surveys across organization, continue to review alternative platforms for engagement.
- iv. **Objective:** ensure that the new website supports engagement where possible
- v. **Objective:** support increased on-island profile and access to information

GOAL 3: support trustees and staff to deliver consistent and co-ordinated messages to communities and stakeholders in a way that reflects the unique character and needs of each island and project, while keeping true to the Object.

- i. **Objective:** develop guidelines for staff in support of the plan
- ii. **Objective:** media training, updating and refining our media procedures and lists
- iii. **Objective:** orientation on communications for trustees and new staff
- iv. **Objective:** to continue to expand and enhance our photos; to establish a searchable photo database.
- v. **Objective:** news release procedures
- vi. **Objective:** ensure that all communications are support of reconciliation and healthy dialogue with First Nations
- vii. **Objective:** establish plain language guidelines, also update terminology and other policies

APPENDIX ONE: SWOT Analysis

Attached.

APPENDIX TWO: Key Messages & Audiences

Being developed.

DRAFT SWOT Analysis

SWOT (Strengths, Weakness, Opportunities, Threats) analysis, updated from previous versions.

Strengths

- A defined mandate, that can speak to the heart
- Dedicated communications staff in Victoria, one for Islands Trust and part time for the Islands Trust Conservancy.
- Direction from trustees and senior management that improving communications is a priority.
- An awareness of the pivotal role that communications plays in effective engagement processes.
- Dedicated and passionate trustees.
- An elected body that works closely with the community.
- A website that is being revamped and updated.
- A successful and well-received pilot video project.
- An improving, if limited, social media presence via Twitter.
- Communities and agencies who are supportive of the mandate of the trust and wish to see it flourish.
- The conservancy work of the Islands Trust Conservancy
- The breaking down of silos within the organization.
- Increasing resources are being made available to support communications.

Weaknesses

- The Trust's object—it's why and purpose—are not always clearly expressed.
- We often lead with the bureaucracy and not the passion.
- That the "good news" side of the Trust—the work of Conservancy—is not part of the corporate narrative, leaving the "bad news" and "bureaucratic" messaging with the trust.
- The key messages—and the passion that underlines them—is often missing in our public facing materials.
- A poorly designed website that is not serving our communication or engagement needs.
- A lack of a broad social media presence, particularly on Facebook.
- A lack of awareness among our constituents and stakeholders about the object of the trust and the role of the agency.
- Shifting demographics on the islands, with newcomers having little knowledge or context of the role Islands Trust and even their LTC plays in their lives.
- A lack of awareness of the connection between the regional organization of the Trust and the LTCs; we can appear to operate in a complex legislative environment.
- Organizationally, we have a tendency to be reactive, with a "flying under the radar" default to communications. Risk-averse. Overly conscious of legal ramifications of communications
- There is more communications flowing out of the organization than capacity to monitor and track.
- While there is regional communications support, there is nothing formally available locally.
- Travel & distance, three offices serving a dispersed constituency that also includes all British Columbians.
- There is no standardized or organizational public engagement toolkit or process in place.
- There is no public broadcast of public meetings.

Opportunities

- A website renewal that will enhance our online presence.
- That the website renewal will bring together the two websites.
- An engagement process attached to the policy statement that will allow us to raise our profile and engage the public in the work of the trust.
- Local print media—including newspapers and monthly magazines—still plays a crucial role in the public lives.
- That many trustees have a regular column.
- That First Nations relations and Reconciliation is a priority for the Trust.
- Development of an appropriate broadcast regime.

Threats

- That while the Object of the Trust is easy to support in principle, members of the community impacted by decisions made their LTC might feel it is curtailing their freedoms to do as they wish on their land.
- A well-established anti-trust lobby and sentiment exists on many of the islands.
- Lawsuits and bylaw enforcement are facts of life.
- That loud voices, focussed on negative stories, can drain resources and staff time.
- Escalating taxes – Islands Trust easy to cut as no tangible services other than land-use that is not a concern for most
- Real estate migrants from the big centres with big city expectations – more development, absentee landlords, “preserve and protect” mandate threatened

BRIEFING

To:	Trust Programs Committee	For the Meeting of:	May 15, 2019
From:	Gillian Nicol, Program Coordinator	Date Prepared:	May 8, 2019
SUBJECT:	Islands Trust Community Stewardship Awards 2019		

PURPOSE: To provide Trust Programs Committee with background on the Community Stewardship Awards program and information on the 2019 nominations.

BACKGROUND:

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

Islands Trust has requested nominations from the public and other agencies through a news release, the Islands Trust website, 'tweets', notices to subscribers, and posters. The deadline for award nominations was April 22nd, 2019. Islands Trust Chair Luckham has sent all nominees a congratulatory letter and Islands Trust has announced the names of all nominees in a news release.

Trust Council Policy 2.1.xi asks the Trust Programs Committee to evaluate and recommend award recipients to Trust Council for up to two awards in each of the individual and organizational categories, and for up to two additional awards in those or other categories while considering:

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

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

Staff has provided a scoring form for committee members to assess the nominees according to those criteria. The form includes the evaluation criteria added by Trust Council in December 2016.

ATTACHMENT(S):

1. Overview of Program and Awards to-date
2. List of 2019 Nominations
3. Blank Evaluation Form
4. Nominations Package (11 nominations – in camera)
5. Trustee Comments on Nominations (in camera)
6. Community Stewardship Award Program Policy

FOLLOW-UP:

- In June, Trust Council will consider the nominations and determine the recipients of the Community Stewardship Awards. Islands Trust will then announce the names of award recipients in a news release.
 - Trustees may present the awards at a local trust committee meeting or a Bowen Island Municipality meeting in late summer/fall of 2019, or at a Trust Council meeting where appropriate.
-

Prepared By: Gillian Nicol, Program Coordinator

Reviewed By/Date: Clare Frater, Director, Trust Areas Program/May 9, 2019

Community Stewardship Award Program Overview 2002-2019

Number of Nominations - Since 2002, there have been 207 nominations with an average of 13 nominations per year. In 2017, we received the highest number of nominations (19). The lowest number of nominations (6) occurred in 2010. This year we had 11 nominations.

Number of Recipients – Since 2002, there have been 76 Community Stewardship Awards recipients. There has been a range in the number of awards given each year, ranging from three awards in 2002 to seven awards in 2014 and 2015.

Nominations per Island	207		Recipients per Island	76
North and South Pender Islands	45		Salt Spring Island	17
Salt Spring Island	37		North and South Pender Islands	14
Hornby Island	20		Saturna Island	7
Gabriola Island and Mudge Island	20		Denman Island	6
Denman Island	15		Hornby Island	6
Saturna Island	15		Mayne Island	6
Lasqueti Island	12		Gabriola Island	6
Mayne Island	13		Bowen Island	4
Galiano Island	10		Galiano Island	4
Bowen Island + Bowyer/Passage	10		Lasqueti Island	2
Thetis Island	5		Gambier Island	2
Gambier Island	3		Thetis Island	1
Trust-wide	2		Trust-wide	1

2002- 2019 LIST OF NOMINEES/ISLANDS

Bullet and bold font indicates award recipients

Year	Individual Nominated & Island	Group Nominated & Island	Island Nominees
2019	Andrew Fall, Lasqueti Andrew Simon, Galiano Bruce Russell, Bowen Christine Torgrimson, Salt Spring Geraldine Manson, Gabriola Mark Bottomley, Lasqueti	Aloha Aina Farms, Salt Spring Saturna Community Club Recycling Centre Society Saturna Lions Club Saturna Scribbler Thetis Island Nature Conservancy	Bowen (1) Gabriola (1) Galiano (1) Lasqueti (2) Salt Spring (2) Saturna (3) Thetis (1) Total = 11
2017	• Bob Turner, Bowen Island • Bob Weeden, Salt Spring Island • Everhard van Lidth de Juede, Bowen • Liz Ciocea, Gabriola Brenda Guiled, Salt Spring Jacinthe Eastick, Gabriola	• Denman Island Memorial Society • Gabriola Arts Council (two nominations) • Hornby and Denman Community Health Care Society • Saturna Community Club	Bowen (3) Denman (1) Denman and Hornby (2) Gabriola (4) Lasqueti (1)

Year	Individual Nominated & Island	Group Nominated & Island	Island Nominees
	John Peirce, Gabriola Karen Ethridge, Hornby and Denman Laura Matthias, Salt Spring Michelle Catherine Nelson, Bowen	Lasqueti Island Emergency Dispatch Advisory Committee Mayne Island Assisted Living Society Mudge Island Citizens Society Salt Spring Seniors Services Society	Mayne (1) Mudge (1) Salt Spring (4) Saturna (1) Total = 18
2015	• Leigh Ann Milman, Gabriola • Susan Yates, Gabriola • Michael Dunn, Mayne Marguerite Lee, Salt Spring Richard Bauer, Lasqueti Jan Kirkby, North Pender Andrew Fall, Lasqueti Grant Scott, Hornby	• Island Futures Society, Gabriola Island • Mayne Island Agricultural Society • Saturna Island Marine Research and Education Society • Protect Grace Islet Group, Salt Spring Island Denman Opposes Coal Gabriola Land and Trails Trust Gabriola Rescue of Wildlife Society Keats Island Fire Equipment Group, Gambier LTA Watercliff Farm, Gabriola	Denman (1) Gabriola (6) Gambier (1) Hornby (1) Lasqueti (2) Mayne (2) Penders (1) Salt Spring (2) Saturna (1) Total = 17
2014	• David Denning, Salt Spring • Brian Hollingshead, Saturna • Barrie Morrison and Nancy Waxler-Morrison (posthumous), North Pender • Paul and Monica Petrie, Pender Islands • Christa Grace-Warrick, Pender Islands	• Association of Denman Island Marine Stewards • Galiano Conservancy Association	Denman (1) Galiano (1) Penders (3) Salt Spring (1) Saturna (1) Total = 7
2013	• Richard Blagborne, Saturna • Chris and Judith Plant, Gabriola • Jan Slakov, Salt Spring • Ana Miriam Leigh (posthumous), Denman Dr. Peter Carter and Julie Johnston, North Pender Mike Hoebel, Galiano Patrick Smith, South Pender Jill Treewater, Salt Spring	• Lasqueti Island Forage Fish Team • Mayne Island Conservancy • Salt Spring Island Water Council Bowen Island Golf Association Denman Island Volunteer Fire Department Salt Spring Island Water Preservation Society	Bowen (1) Denman (2) Gabriola (1) Galiano (1) Lasqueti (1) Mayne (1) Penders (2) Salt Spring (4) Saturna (1) Total = 14
2012	• Stuart Watson, Gambier • Margot Venton, North Pender • Anne Macey, Salt Spring • Dr. Donald Marshall, Bowen • Peter Karsten, Denman Michael Dunn, Mayne Patricia Forbes, Lasqueti Lindsay Hamson, South/North Pender Islands Shirley LePers, South/North Pender	• Gabriola Island Health Care Foundation, Society and Auxiliary • Hornby Quilters Group • Saturna Island Ecological Education Centre Denman Island Residents Association's Parks Committee	Bowen (1) Denman (2) Gabriola (1) Galiano (1) Gambier (1) Hornby (1) Lasqueti (1) Mayne (1) Penders (4) Salt Spring (3)

Year	Individual Nominated & Island	Group Nominated & Island	Island Nominees
	Islands Ken Millard, Galiano Monica and Paul Petrie, South/North Pender Islands Dr. John Sprague, Salt Spring Bob Watson, Salt Spring John Wiznuk, Saturna		Saturna (2) Total = 18
2011	• Sue Ellen Fast, Bowen • Barry Mathias, Pender Islands • Sara Steil, Pender Islands • Jane Wolverton, Galiano Henning Nielsen, Denman Gisele Rudischer, Gabriola Nadia Krebs, Galiano Wayne Hewitt, Salt Spring	• Hornby New Clinic Committee • Pender Island Fire Rescue Department	Bowen (1) Denman (1) Gabriola (1) Galiano (2) Hornby (1) Penders (3) Salt Spring (1) Total = 10
2010	• Tekla Deverell, North Pender • Patti Willis, Denman • Jon Guy, Saturna • Sylvia Pincott, North Pender • Dorothy Cutting, Salt Spring Pat Ropars, Saturna	None	Denman (1) Pender (2) Salt Spring (1) Saturna (2) Total = 6
2009	• Kelsey Mech, Salt Spring • Patricia McLaughlin, Denman • Jacqueline Booth, Salt Spring (Posthumous nomination) Andrew Carmichael, Hornby Linda and Peter George, Gabriola Janice Oakley and Martine Paulin, Galiano	• Hornby Island Residents and Ratepayers' Association • Salt Spring Island Conservancy Lasqueti Internet Access Society Mayne Island Early Childhood Society Mayne Island Agricultural Society and Fall Fair Pender Islands Community Service Society Pender Organic Community Garden Society	Denman (1) Galiano (2) Hornby (2) Mayne (2) Lasqueti (1) Pender (2) Salt Spring (3) Total = 13
2008	• Mary Cooper, Mayne • Maureen Moore, Salt Spring • Geri Crooks, Saturna • Alasdair and Nancy Gordon, Lasqueti Peter Askin, Mayne John Arthur Money, Saturna Patricia McLaughlin, Denman Lon Wood, Thetis Grant Gordon, Thetis Patti Willis, Denman Bowie Keefer, Galiano Tekla Deverell, Pender	• Lasqueti Island Nature Conservancy • Lyall Creek Salmon and Trout Enhancement Project, Saturna Island Saturna Scribbler Volunteers Land Trust Alliance of British Columbia Pender Islands Animal Welfare Society	Denman (2) Galiano (1) Lasqueti (2) Mayne (2) Pender (2) Saturna (4) Salt Spring (1) Thetis (2) All islands (1) Total = 17

Year	Individual Nominated & Island	Group Nominated & Island	Island Nominees
2007	• Ursula Poepel - Pender Islands • Karl Hamson - Pender Islands • Jennifer Brown MacLeod - Gabriola Derek Hopzapfel - Pender Islands Sara Steil – Pender Islands David Rae – Pender Islands Beverley Vreeswijk - Thetis	• The Pender Post - Pender Islands • Gambier Island Conservancy • SSI Alternative Gypsy Moth Control Program Pender Islands Conservancy Association	Pender (7) Salt Spring (2) Gambier(1) Gabriola (1) Thetis (1) Total = 12
2006	• Bob Burgess, Thetis • Anne Johnson, Mayne David Manning, Pender Glenna Borsuk, Gabriola Jan Kirby, Pender Michelle Marsden, Pender	• Michelle Marsden and the B.C. Coastal Clean Up Campaign, Pender Islands • Salt Spring Island Conservancy, Mount Erskine Campaign	Pender (4) Salt Spring I(1) Thetis (1) Mayne (1) Gabriola (1) Total = 8
2005	• Hilary Brown, Hornby • Katherine Dunster, Bowen Nicholas/Naomi Wilde, North Pender (honourable mention) Christa Grace-Warrick, North Pender Darlene Gage, Hornby Dave and Florence Davidson, North Pender Leigh-Ann Millman, Gabriola Maureen Moore, Salt Spring Newell Smith, North Pender Robert Weeden , Salt Spring Sylvia Pincott, North Pender	• Hornby Water Stewardship Project • Mayne Island Japanese Gardens Denman Conservancy Association (honourable mention) Hornby Island Community Economic Enhancement Corporation	North Pender (5) Hornby(4) Salt Spring (2) Bowen (1) Gabriola (1) Denman (1) Mayne (1) Total = 15
2004	• Kenneth Millard, Galiano • Tom Gossett, Salt Spring Susan Crowe, Hornby Andrew Carmichael/Dale Chase, Hornby Darlene Gage, Hornby Don Herbert, Mayne David Work, Hornby	• Island Stream and Salmon Enhancement Society, Salt Spring Island • Salt Spring Island Residents for Responsible Land Use	Hornby (4) Salt Spring (3) Galiano (1) Mayne (1) Total = 9
2003	• Jenny Balke, Denman • Tony Quin, Hornby Margaret Taylor, Gabriola Giles Bassett, Hornby Chris Ferris, Lasqueti Pat Forbes, Lasqueti Donald Twohey, Passage Kathy Reimer, Salt Spring	• Bowen Forest & Water Management Society • Islands in the Salish Seas Mapping Project - All Islands Conservancy Hornby Island Hornby Residents & Ratepayers Assn Mayne Agricultural Society and Fall Fair The Pender Islands Museum Society The Pender Islands Parks Commission Whalewych Farm, Pender Island Salt Spring Island Monetary Foundation	Hornby (4) Penders (3) Lasqueti (2) Salt Spring (2) Bowen (1) Denman (1) Gabriola (1) Mayne (1) Passage (1) All Islands (1) Total = 17

Year	Individual Nominated & Island	Group Nominated & Island	Island Nominees
2002	• Maureen Milburn, Salt Spring Tony Quin, Hornby David Spalding, South Pender Bev Bullen, Hornby Earl Hastings, Pender Islands Helen Allison, North Pender Island The Late Allan Brooks, South Pender David and Mary Dennis, North Pender	• Community of Trincomali – North Pender Island • Island Wildlife Natural Care Centre - Salt Spring Island Pender Islands Recycling Society Salt Spring Island Monetary Foundation Salt Spring Women – Preserve /Protect Salt Spring Women – Fund raising	Penders (7) Salt Spring (5) Hornby (2) Total = 14

COMMUNITY STEWARDSHIP AWARDS 2019

SUMMARY OF NOMINEES AND PROJECTS

- Islanders nominated a total of six eligible individuals and five eligible organizations for the 2019 Islands Trust Community Stewardship Awards Program.

Individuals

Nominee	Local Trust Area	Title of Project/ Description of Work	Nominator(s)	Previously Nominated?
1. Andrew Fall	Lasqueti Island	Eight years of dedicated community-based work	Sheila Harrington	No
2. Andrew Simon	Galiano Island	Creating a “living field guide” on Galiano Island	John Reynolds	No
3. Bruce Russell	Bowen Island	Ten years of leadership with the Mannion Bay Restoration Project	Murray Atherton	No
4. Christine Torgrimson	Salt Spring Island	Twenty years of land acquisition, conservation and education	Bob Weeden	No
5. Geraldine Manson	Gabriola Island	Nineteen years of knowledge holding and sharing	April Vannini & Gloria Filax	No
6. Mark Bottomley	Lasqueti Island	Reducing marine pollution in the Salish Sea	Lasqueti Island Stewardship Award Committee	No

Organizations

Nominee	Local Trust Area	Title of Project/ Description of Work	Nominator(s)	Previously Nominated?
1. Aloha Aina Farms	Salt Spring Island	an organic permaculture farm marking five years of community building	Marissa Tonus	No
2. Saturna Lions Club	Saturna Island	Forty-five years of community service	Sheila Wallace	No
3. Saturna Community Club Recycling Centre	Saturna Island	Forty-four years of recycling services	Priscilla Zimmerman	No
4. Saturna Scribbler	Saturna Island	Twenty-five years of connecting community	Lois Mesner	Maybe, Saturna Scribbler Volunteers were nominated in 2008, but not the organization. They were not a recipient.
5. Thetis Island Nature Conservancy Society	Thetis Island	Land acquisition and conservation efforts for Fariyslipper Forest Nature Reserve	Titiana Nemchin	No

COMMUNITY STEWARDSHIP AWARDS – EVALUATION FORM 2019

INDIVIDUAL EVALUATIONS:

Individuals	Relationship to Policy Statement (1-5)	Benefits to the Community or Trust Area (1-5)	Collabo-ration with others (1-5)	Innovation (1-5)	Level of community support and involvement (1-5)	Time and effort (1-5)	Ongoing public service (1-5)	TOTAL SCORE (out of 35)
1. Andrew Fall								
2. Andrew Simon								
3. Bruce Russell								
4. Christine Torgimson								
5. Geraldine Manson								
6. Mark Bottomley								

COMMUNITY STEWARDSHIP AWARDS – EVALUATION FORM 2019

ORGANIZATION EVALUATIONS:

Organizations	Relationship to Policy Statement (1-5)	Benefits to the Community or Trust Area (1-5)	Collaboration with others (1-5)	Innovation (1-5)	Level of community support and involvement (1-5)	Time and effort (1-5)	Ongoing public service (1-5)	TOTAL SCORE
1. Aloha Aina Farms								
2. Saturna Lions Club								
3. Saturna Community Club Recycling Centre								
4. Saturna Scribbler								
5. Thetis Island Nature Conservancy Society								

Sustaining the Islands – Community Stewardship Awards Program



2019 Nominee Profile

Andrew Fall, Lasqueti Island Local Trust Area

Category:	Individual
Project:	Lasqueti volunteer celebrates eight years of dedicated community-based work
Nominator(s):	Sheila Harrington

Descriptionⁱ:

Andrew Fall has been nominated for his eight years of volunteer efforts with five different organizations and working groups on Lasqueti Island. During that time, he has been president of the Lasqueti Community Association (LCA), chair with the Regional District's Emergency Dispatch Advisory Committee, vice-president of the Lasqueti Island Nature Conservancy (LINC), leader of a working group to protect public water access at Tucker Bay, and chair of the Advisory Planning Commission (APC).

His method of work is community based, bringing people together and helping build capacity to resolve issues collectively. Andrew is diligent about providing the necessary background information, both legal and historical, to help resolve issues and provide a context for decision-making. His work gathering historical data on the public access of Tucker Bay will provide a lasting history of the island.

Andrew's work has supported the protection and conservation of natural, cultural, and archaeological areas on and surrounding Lasqueti Island. Andrew's was recently voted in as the qathet Regional District Director. To avoid any perception of conflict of interest, he has had to remove himself from the three formal organizations (LCA, APC, and LINC). His nominator wanted to formally recognize him for his years of effort in various capacities to improve both the community and the environment of Lasqueti Island.

ⁱ Information based nominee's submission to 2019 Islands Trust Community Stewardship Award program.

Sustaining the Islands – Community Stewardship Awards Program



Islands Trust

2019 Nominee Profile

Andrew Simon, Galiano Island Local Trust Area

Category: Individual

Project: Creating a “living field guide” on Galiano Island

Nominator(s): John Reynolds

Project Description¹:

Andrew Simon was nominated for his volunteer work with the Biodiversity Galiano project (www.biogaliano.org). Biodiversity Galiano, which Simon initiated in January 2016, is a community-based initiative to document the flora and fauna of Galiano Island. To date, more than 2,000 species have been documented, represented by more than 10,000 occurrence records contributed by 150 people. Simon has worked with dozens of experts to critically review and annotate these observations, integrating them into a database with historical records that acts as a comprehensive inventory of the island’s biodiversity.

Since its inception, the project has engaged island residents and organizations across a broad cross-section of the community, through activities that incorporate natural history studies, the arts, and even music. Simon has written dozens of articles in local media and organized more than 50 community events, including two major BioBlitzes in partnership with local conservancies. He has also reached out beyond Galiano Island, working with Valdes Island Conservancy and Mayne Island Conservancy, as well as with Lyackson First Nation and other communities in the broader region.

Simon is preparing to formalize the results of the project, in collaboration with over 30 research scientists, to be published in the Biodiversity Data Journal in January 2020.

The nominator describes that this project represents an unprecedented effort to comprehensively document the biodiversity of one of the southern Gulf Islands and will provide a critical baseline for understanding the future impacts climate change. Simon’s latest initiative aims to extend the reach of the project beyond borders, networking biodiversity projects throughout the Salish Sea (www.salishseabiodiversity.org).

¹ Information based nominee’s submission to 2019 Islands Trust Community Stewardship Award program.



Islands Trust

2019 Nominee Profile

Bruce Russell, Bowen Island

Category:	Individual
Project:	Ten years of leadership with the Mannion Bay Restoration Project
Nominator(s):	Murray Atherton

Project Descriptionⁱ:

Bruce Russell is nominated for close to ten years of lobbying and conservation efforts with the Friends of Mannion Bay. Russell created the informal group to support the restoration of the beaches, foreshore and waters of Mannion Bay back to the community for recreational purposes, and for the environment for salmon to spawn, eel grass beds to grow and forage fish to use. Over the years the bay has become a home for a number of problem, derelict, abandoned and liveaboard vessels, plus there was a problem with dumping human and manufactured waste. Russell has spent hundreds of hours raising public awareness about the need for a healthy bay and successfully lobbying municipal, provincial and federal governments and officials to take actions that will return the bay to healthy state suitable for enjoyment by all species, islanders and the public. Russell also worked closely with the organizers of volunteer clean-up days/dives, which resulted in the removal of tons of garbage and boats from the bottom of the bay, and have educated the community about forage fish habitat.

Russell continues to work with different levels of government and bring attention to marine pollution and marine restoration issues.

ⁱ Information based nominee's submission to 2019 Islands Trust Community Stewardship Award program.

Sustaining the Islands – Community Stewardship Awards Program



Islands Trust

2019 Nominee Profile

Christine Torgrimson, Salt Spring Island

Category: Individual

Project: Celebrating conservation leadership on Salt Spring Island

Nominator(s): Bob Weeden

Project Description¹:

Christine has been nominated for her leadership on a range of community and conservation projects on Salt Spring Island. Throughout the past 20 years, she has worked with landowners, partners and the public and played an instrumental role in conserving and restoring the land and waters of the island. Torgrimson has worked with the Salt Spring Island Conservancy as a volunteer, consultant and staff member. She also played an instrumental role in creation of the Salt Spring Island Farmland Trust, the Salt Spring Island Housing Council, and the Salt Spring Island Climate Action Council.

Torgrimson has been a leader in conservation of a significant amount of Salt Spring Island, with over 800 acres set aside in nature reserves, covenants and stewardship agreements by the Salt Spring Island Conservancy in the past seven years while she has served as executive director. At the Conservancy, she led efforts to protect the Blackburn Lake Nature Reserve (a key portion of the Cusheon Lake Watershed) and the Howard Horel Nature Reserve (a key portion of the upper Fulford Creek Watershed). She also has overseen the acquisition of 38 new landowner stewardship agreements and conservation covenants by the Conservancy team. Recently, Torgrimson has initiated and is managing a unique conservation planning project to identify lands and habitats on Salt Spring Island that will be conservation priorities in the face of a changing climate. Her hope is to provide a model that other Trust Areas and communities across Canada can use.

Torgrimson also currently serves as board co-chair of the Land Trust Alliance of British Columbia.

¹ Information based nominee's submission to 2019 Islands Trust Community Stewardship Award program.

Sustaining the Islands – Community Stewardship Awards Program



2019 Nominee Profile

C'tasi:a -Elder Geraldine Manson, Gabriola Island Local Trust Area

Category: Individual

Project: Celebrating nineteen years of knowledge holding and sharing

Nominator(s): April Vannini and Gloria Filax

Project Description¹:

Snuneymuxw Elder Geraldine Manson (C'tasi:a) is nominated for her continued work over the past nineteen years working as a volunteer with the Gabriola Historical and Museum Society (GHMS). Geraldine is well-versed in the land of Gabriola as she holds the knowledge passed down from her ancestors and oral history that gave her understanding about Snuneymuxw and Coast Salish territory.

Since 2000, Elder Manson began working with the GHMS as a knowledge holder and spiritual guide on the Museum's Truth and Reconciliation initiatives, collaborating with GHMS on exhibit displays, and provides tours on the site and teaches about the importance of petroglyphs. She has also dedicated her time to being a liaison of understanding for Gabriola residents to understand the importance and sacred significance of ancestors and sites within the Gabriola Island Trust Area.

Elder Manson's relationship with all organizations, committees and groups throughout Gabriola is grounded in the wisdom shared with her through traditional teachings and protocol. These teachings support ways of learning together in a mutual respectful and collaborative process. Elder Manson has also been working with many community groups to share knowledge on how to work collaboratively with Snuneymuxw, and how to respect, acknowledge and honour the unceded territory on which we live today. Some other organizations she has also worked with are the Gabriola Arts Council, Truth and Reconciliation Speaker Series, and Vancouver Island University. She also provides opening blessings and welcome at Gabriola events, which connect residents of Gabriola to Snuneymuxw land and waters.

¹ Information based nominee's submission to 2019 Islands Trust Community Stewardship Award program.

Sustaining the Islands – Community Stewardship Awards Program



2019 Nominee Profile

Mark Bottomley (the Styrophobe), Lasqueti Island Local Trust Area

Category: Individual

Project: Reducing Marine Pollution in the Salish Sea

Nominator(s): Lasqueti Island Stewardship Award Committee

Project Description:

Mark Bottomley (the Styrophobe), was nominated for his work to reduce marine pollution in the Salish Sea, a project he launched in August 2018. Since this time, Mark has donated his time and resources to collect Styrofoam and plastics from over 50 kilometers of shoreline on Lasqueti Islands and surrounding islands several days a week. Bottomley purpose built a boat to collect and transport plastic debris, and he is currently working on a machine that will shred plastic for reuse, and to transport the product more efficiently to disposal facilities.

Mark's commitment to removing Styrofoam and plastics that endanger marine and bird species has built awareness of the project in the community. Tla'amin Nation and qathet Regional District have expressed support for his efforts. Mark communicates his efforts to community members through YouTube videos and pictures of what he finds. His nominator mentions he has inspired islanders to re-think their shopping habits, and increased awareness of our need for new methods of plastic disposal.

Sustaining the Islands – Community Stewardship Awards Program



2019 Nominee Profile

Aloha Aina Farm, Salt Spring Island Local Trust Area

Category:	Organization
Project:	An organic permaculture farm marking five years of community building
Nominator(s):	Marissa Tonus

Description¹:

Aloha Aina Farm is nominated for using permaculture and organic farming techniques and for encouraging people to consider their personal relationships with nature, food, community, family and themselves.

Since 2014, Aloha Aina Farm has transformed its land from a horse farm with no garden into a self-sufficient organic, permaculture farm. Since inception, over 500 people have been involved with the farm and the farmers work weekly with other farms and groups to grow seeds, and share tools, knowledge, food and labour. The farmers have planted over 200 new trees; retained native species, built water catchment and solar power facilities, and developed two acres into garden.

The farm works with other farms and groups on Salt Spring Island weekly to grow seeds, and share knowledge, food and labour. The farm organizes community events on and off the farm, hosts free community dinners and conducts community work projects. In addition, the farm provides teaching opportunities and empowers the community through resource sharing and building a new culture.

¹ Information based nominee's submission to 2019 Islands Trust Community Stewardship Award program.



Islands Trust

2019 Nominee Profile

Saturna Community Club Recycling Centre

Category: Organization

Project: Forty-four years of recycling services

Nominator(s): Priscilla Zimmerman

Project Descriptionⁱ:

Saturna Community Club Recycling Centre was nominated for continuous recycling services to the island for over forty-four years. The Recycle Centre and Free Store provides a valuable service by enabling islanders to recycle and repurpose a vast array of products. It also provides a social gathering point, and supports people in being actively involved in recycling and reusing.

At Saturna recycle they've researched "outside-the-box" recycle streams and are working with corporate programs to recycle items such as pens, pencils, highlighters and markers, water filters and printer and toner cartridges. The Store provides opportunities for fellow islanders to educate each other, children and youth, and visitors on various recycling matters. Currently, the Store operates with thirty-five volunteers (10% of the islands population), and one paid staff member.

Through its forty-four year history, hundreds of people have volunteered with the Recycle Centre and Free Store, and huge amounts of waste have been diverted from landfills.

ⁱ Information based nominee's submission to 2019 Islands Trust Community Stewardship Award program.

Sustaining the Islands – Community Stewardship Awards Program



Islands Trust

2019 Nominee Profile

Saturna Lions Club

Category: Organization

Project: 45 years of community service

Nominator(s): Sheila Wallace

Project Description¹:

The Saturna Lions Club has been nominated for the forty-five years of community service. Members of the club work to serve the community by directly delivering programs, working with others to deliver programs and services, and fundraising to provide financial support for individuals, groups, or organizations.

The Club has started a variety of organizations over the years, such as, the creation of the Saturna Island Marine Research Education Society, Saturna Scribbler and Meals on Wheels. They have fundraised for various community services: fire department, Theatre on the Rock, medinfrastructure, community hall, baseball field, library, tennis courts, and cemetery just to name a few. They also have provided annual fundraising efforts for organizations through individuals splitting and delivering firewood, hosting fundraiser dinners and events, such as, Prawnfest, Robbie Burns Night, Dogs and Dog show. The Club also runs the island shuttle service, reducing dependence of private vehicles. The Lions have funded projects related to reconciliation, most recently (and in collaboration with others) the Thirteen Moons Calendar sign installation on Saturna. In the past 24 months, the Lions provided educational bursaries, and funding for dental work and eye-care in their community.

¹ Information based on nominee's submission to 2019 Islands Trust Community Stewardship Award program.

Sustaining the Islands – Community Stewardship Awards Program



Islands Trust

2019 Nominee Profile

Saturna Scribbler

Category: Organization

Project: Twenty-five years of connecting community

Nominator(s): Lois Mesner

Project Descriptionⁱ:

The Saturna Scribbler was nominated for twenty-five years of providing a monthly newspaper for the Saturna Island community. The Scribbler connects all residents with information about upcoming events and programs, ideas, historical information, activity reports from community groups, discussions about controversial local issues and personal notices.

The Scribbler serves as the primary communication vehicle on Saturna Island with at least half of households subscribed and copies available to others at the General Store. The Scribbler creates community and fosters ongoing connections with people who reside off and on the island. In addition, it offers a place for writers to come together and share the stories of the island.

ⁱ Information based nominee's submission to 2019 Islands Trust Community Stewardship Award program.

Sustaining the Islands – Community Stewardship Awards Program



2019 Nominee Profile

Thetis Island Nature Conservancy Society

Category: Organization

Project: Land acquisition and conservation efforts Fairyslipper Forest Nature Reserve

Nominator(s): Tatiana Nemchin

Project Descriptionⁱ:

The Thetis Island Nature Conservancy Society (ThINC) was nominated for the land acquisition and conservation efforts it has completed over the past seven years, and especially for the protection of the Fairyslipper Forest Nature Reserve. ThINC is the first conservation organization on Thetis Island, which is almost entirely privately owned.

Fairyslipper Forest Nature Reserve is 41 acres of Douglas-fir and Arbutus forest, named for the beautiful Fairyslipper Orchid (*Calypso bulbosa*) which blooms there in the spring. In January 2018, ThINC completed the purchase of the Reserve with support from 140 Thetis Islanders, along with Islands Trust Conservancy, the Cowichan Community Land Trust, Sitka Foundation, the Gosling Foundation and the BC Ministry of Transportation and Infrastructure. Penelakut representatives are participating with ThINC and the ITC in developing the management plans for nature reserves on Thetis Island.

ThINC has delivered nature education programs to hundreds of Thetis Islanders and members of the general public. ThINC operates a Nature House during the summer months, staffed by summer students and volunteers. The Nature House had over 800 visits in 2018.

ThINC runs a number of stewardship citizen science-based programs including a Community Bat Program, a Western Screech Owl Nest Box Program, Forage Fish Monitoring and Species at Risk Watch. ThINC has actively promoted conservation covenants and other conservation tools on private land. All programs and land acquisitions are funded by private donations, grants from various governmental and non-governmental organizations and foundations, and by program fees.

ⁱ Information based nominee's submission to 2019 Islands Trust Community Stewardship Award program.



Policy:	2.1.11
Approved By:	Trust Council
Approval Date:	March 7, 2003
Amendment Date(s):	December 5, 2003; September 16, 2005; December 8, 2006; March 11, 2009; September 16, 2009; September 10, 2014; December 7, 2016
Policy Holder:	Director of Trust Area Services

COMMUNITY STEWARDSHIP AWARDS PROGRAM

Purpose

1. To define policies that will ensure a fair and effective Community Stewardship Awards program in accordance with related policies of the Islands Trust Council.
2. To provide an opportunity for the Islands Trust to proactively and positively engage island communities in promoting stewardship within the Trust Area.

A. Definitions

n/a

B. Policy

General

1. The Islands Trust Council will establish an Islands Trust Community Stewardship Awards Program to recognize and encourage the actions of individuals and organizations that support the mandate of the Islands Trust.
2. The Islands Trust Council will offer the Community Stewardship Award program every two years, on odd-numbered years.
3. The Trust Programs Committee of Trust Council will be responsible for initiating the Islands Trust Community Stewardship Awards Program in the first quarter of an odd-numbered year.

Nomination Eligibility

4. The program will be open to any individual, school (or classroom), community group, non-profit or business entity that has demonstrated efforts to enhance a community or its environment in the Trust Area in a manner consistent with the mandate of the Islands Trust.
5. Current staff members, contractors, and trustees are not eligible as individual nominees and only become eligible twenty-four months after receiving final payment from the Islands Trust.
6. Organizations are not eligible as nominees if current staff members, contractors or trustees played a leadership role in the organization during the implementation of the nominated project or work.
7. Organizations that provide goods or services to the Islands Trust are eligible so long as the nominated project did not receive payment from the Islands Trust.
8. Projects that have received support from the Trust Fund Board are eligible if the value of the Islands Trust Fund cash and in-kind support is less than 50% of project budget.
9. Nominations can relate to either a single project, or to work carried out over a period.
10. At the time of nomination, the project or work must be ongoing or must have been completed within the previous twenty-four months.
11. Nominations must be received by the deadline established by the Islands Trust. Nominations submitted after the deadline will not be accepted unless the delay is due to a technical or logistical error on the part of the Islands Trust.

Nomination Process

12. Nominations will be invited under the categories of individuals, organizations, or other. The 'other' category may include, but is not limited to awards for enduring achievement, climate change (adaptation and/or mitigation), youth, or posthumous recognition.
13. Members of the public and other agencies may nominate individuals or organizations.
14. Each nominator may make one nomination per category every two years.
15. All nominators will be required to fill out the Islands Trust Community Stewardship Awards Nomination Form.
16. Each individual or organization nominated for an award must indicate acceptance of the nomination by signing the nomination form, or by sending an email to accept the nomination and to confirm the information provided in their nomination form is accurate.

17. After the close of nominations, each nominee will receive a letter from the Islands Trust Chair recognizing their nomination.

Nomination Evaluation

18. In May of odd-numbered years, the Trust Programs Committee will evaluate and recommend award recipients to Trust Council for up to two awards in each of the individual and organizational categories, and for up to two additional awards in those or other categories while considering:
 - 18.1 the confidential comments provided by local trustees; and
 - 18.2 the following criteria:
 - 18.2.1 relationship of project or work to the Islands Trust Policy Statement;
 - 18.2.2 benefits to the community or Trust Area;
 - 18.2.3 collaboration with others;
 - 18.2.4 innovation;
 - 18.2.5 community support;
 - 18.2.6 time and effort; and
 - 18.2.7 ongoing public service.
19. In June of odd-numbered years, the Islands Trust Council will decide upon the Community Stewardship Award recipients while considering the items in section 18 above as well as the Trust Program's Committee's recommendations.
20. Nominations will be evaluated based on the information in the nomination form. Letters of support or other supporting materials will not be part of the evaluation.

Award Presentation

21. Local trust committees and/or island municipalities will present the awards to the recipients. If an Islands Trust Council meeting is scheduled on a recipient's island in September, the local trust committee may choose instead to present the award(s) at that meeting.
22. The Awards will consist of framed certificates and/or small mementoes that represent the unique nature of the Islands Trust Area and, where practical, are constituted from products distinct to the Islands Trust Area.

Program Costs and Fees

23. The cost for each award will not exceed \$100.
24. Local trust committees may use up to \$100 from their local trust committee budgets to cover the costs of a public presentation ceremony.

C. Legislated References

1. Islands Trust Policy Statement, Part II - The Islands Trust Object and its meaning

to achieve its object, the Islands Trust must be an educator, coordinator, and initiator, guiding individuals, organizations and other agencies in support of the object. While the Islands Trust can provide the necessary leadership, responsibility for stewardship of the Trust Area rests with many. Individuals, other government agencies, organizations, and the Province itself all have important roles to play. Cooperative actions are required of other agencies, organizations and individuals to ensure that activities are carried out in a manner that is sensitive to the needs of Trust Area ecosystems and island communities.

2. Islands Trust Council Policy 6.5.3 Purchasing Procedure

D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

n/a



BRIEFING

To:	Trust Council	For the Meeting of:	June 20, 2019
From:	CAO	Date Prepared:	June 6, 2019
SUBJECT:	Trust Council Scheduling		

PURPOSE: To consider options for scheduling Trust Council meetings.

BACKGROUND: This briefing presents for consideration by Trust Council 2 items related to scheduling of Trust Council meetings. This topic has been scheduled for discussion for the June 2019 Trust Council.

Item 1. Resolution of Trust Council sponsored by Trustee Peterson, September 2018.

THAT Trust Council recommend that the incoming Trust Council consider modifying the schedule of future Trust Council meetings, to allow for more time to deliver Council business.

and,

Item 2. An attached summary report prepared by Vice Chair Rogers titled, “Making Trust Council Work Better.”

ATTACHMENT(S):

1. Discussion – Making Trust Council Work Better

FOLLOW-UP:

Prepared By: R. Hotsenpiller

Reviewed By/Date: June 5, 2019

Discussion Item - Making Trust Council Work Better

Prepared for: Trust Council June 18 - 20

Prepared by: Executive Committee

Overview of Discussion regarding Trust Council Scheduling and Content

Some initial points:

When elected, a Trustee assumes at least two roles and two commitments. The first is that of a local Trustee that is a member of a Local Trust Committee and is responsible for making land use decisions in your community. The second is that as a member of Trust Council in order to work on Federation wide issues including issues of regional governance, policy, budget and advocacy. Policy, tradition and remuneration support this view.

The Executive Committee has the responsibility (with considerable assistance from senior staff) for establishing the Trust Council schedule and agenda subject to the direction of Trust Policy and Trust Council.

Trust Council is normally held over three days beginning early afternoon on a Tuesday and ending late morning of Thursday the same week. It is normally held once every 3 months in March, June, September and late November/early December

Trust Council has some important legislative and governance responsibilities. It must approve a budget for the Trust before the beginning of every fiscal year. It must set a work program for the Trust through its strategic plan and other initiatives. It develops positions related to specific political, community and environmental issues which can lead to advocacy, education or other actions. It oversees the work program of the Executive Committee. It acts as an information and opinion sharing forum for Trustees.

Trust Council traditionally meets three times per year in one of the Local Trust Areas or in Bowen Municipality. Once per year it meets in Victoria. There have been some variations. The idea behind this pattern is likely so that the Trust would be more visible to the various island communities, provide some economic "return" to those communities and so that Trustees are able to get some exposure to other islands. In the last term, Trust council met in all the Local Trust areas (and on Bowen) except South Pender Island, Mayne Island and Thetis Island. It is clear that the logistics of meeting in some of these areas is much more challenging than meeting in Victoria or Nanaimo.

Concerns have been expressed about the structure, agenda and schedule of Trust Council. Concerns have also been expressed about Trust Council losing or almost losing quorum particularly on the last day before the Agenda is completed.

To address the issues that have become apparent Executive Committee has begun a discussion about the Trust Council structure and schedule. Vice-Chair Rogers sought input from Trustees and received a number of replies. It is now time to have a discussion amongst all members of Trust Council.

Questions to Consider before Trust Council

Below, the various suggestions/ideas to date will be set out. In the meantime it is suggested that Trustees consider the issue in light of a couple of questions:

- a) What is the value for you, your community or your LTC in the work of Trust Council?
- b) What is the value of the collaborative federation wide work of the Trust
- c) How do you view your role as a member of Trust Council in comparison or in addition to your role as a local Trustee given that both are part of the elected and statutory mandate?

It is not proposed that we answer these questions except for ourselves but rather keep them in mind as we discuss the structure and agenda of Trust Council

Views of Trustees

As was mentioned above, the views of Trustees were about Trust Council were sought. 8 Trustees provided responses. All responses were provided to EC. Responses included the following:

- a) A suggestion of 2 full days vs one full day and 2 half days and another suggestion of 2 ½ full days
- b) 2 Trustees suggested more or all TC's take place in either Nanaimo or Victoria/Sydney as these were less costly, easier to travel to and easier to facilitate locations. One Trustee explicitly recognized the importance of being on islands. Another noted that if we are going to be on an island we should take the time to learn and see and learn something of the island.
- c) Alternative transportation options should be considered ie water taxis or float planes to avoid the ferry schedules.
- d) The use of Consent Agenda's or some tool like that which would allow more discussion on other items. One theme was less emphasis on staff reports and more emphasis on Trustee discussion.
- e) A suggestion was made by a number of Trustees that the Trustee round table should be focused on topics.
- f) 1 Trustee was explicit in not wanting longer days.
- g) How to make Trust Council more virtual was raised but no explicit suggestions were made. Some Trustees expressed the view that it was valuable to have in person meetings. (There is a policy that allows attendance electronically in some circumstances)

EC Considerations and ideas

EC has discussed this matter and the following additional ideas were considered:

- a) While Vancouver Island location options would create some efficiencies this would be a huge change in the focus of Trust Council.

- b) Could we do our work with 3 TC's instead of 4? We would need to ensure our budget commitments were met and other legal requirements. Will there be too long a gap between TC's? How do decisions that are time sensitive get made? This could be a very problematic change from a "decision making" point of view.
- c) Could we have a shorter TC for 2 of the 4 meetings each year? Noon day one till 4:30 PM day 2? Longer TC's could be alternated for budget and other in depth discussions. Does this help with travel?
- d) Is there any advantage to starting early on day 1? Can we expect people to get to TC on the night before if they can't get there for the AM start - and end early afternoon on day 2 ... so people can get home. Or does this just raise the same problems?
- e) Can one TC be a special topic with only a bare minimum of business ie the business info could be provided but not dealt with. How do we then deal with Trustee resolutions?
- f) There was support for a form of an agenda taking the emphasis off staff reports and " routine" 'decision items and an increased focus on discussion of issues that are important ... thus hopefully reemphasizing "what is the value of TC? "
- g) Is there a way to incorporate "technology" to do part of the work of the education component of TC? If we use outside resources this could be a staff time saver however if staff have to create on line materials, there are no staff time savings for on line work however time may be saved at Trust Council.

As a start you will find that the June Trust Council will de-emphasize staff reports and emphasize Trustee participation and discussion. This is only a start but it is hoped that Trustees will provide guidance on what they value about Trust Council and what might work "better" for this Council going forward.

We are hoping to get some ideas and perhaps a consensus around one or a few ideas about the structure of Trust Council.

May 28, 2019

To Peter Luckham,
Chair, Islands Trust Council

My following comments are derived from consultations with other trustees (past and present), staff within the Ministry of Municipal Affairs and Housing, legal opinions, reviewing Court cases, and relevant legislation. I am not professing to be an expert on law, and some of my interpretations may be incorrect. Nevertheless, I urge Council to read this, consider obtaining legal advice where necessary, and discuss how to proceed.

Before the review of the Policy Statement takes place, I believe that Council must first have a clear understanding of the Islands Trust Act, its purpose and limitations, as well as the critical role the Trust Policy Statement plays in our land use planning.

THE POLICY STATEMENT

The Islands Trust Policy Statement is directed by the Islands Trust Act to provide general policies for carrying out the object of the Islands Trust. Section 24 (2) (b) authorizes local trust committees to develop bylaws that regulate land use for the specific purpose of carrying out the Trust Object and pursuant to Section 15 (4), these bylaws may only be approved by the Executive/Council if they are not “contrary to or at variance with the Trust Policy Statement”. Consequently, it is important that the Trust Policy Statement and the interpretation of the Trust Object are consistent with one another. These instructions are no mere piety, it indicates the key importance the Policy Statement has in fulfilling the mandate as outlined in Section 3 of the Islands Trust Act. The Policy Statement should not be a wish list; it is intended to be an overall vision that must be adhered to.

During the 1994 review of the Trust Policy Statement, in response to significant pressure from constituents that the Islands Trust was focusing too much on conservation and insufficient attention to people, Council converted the Policy Statement from a federation (a Trust Area wide perspective), into a confederation of relatively independent communities. That weakened the important role the Policy Statement played in tying regional obligations to local matters and created greater degrees of adherence to those policies by local communities. As a consequence, Council and Trustees have expanded their perception of the mandate beyond the confines of the statutory mandate. One of the rationalizations for changing the focus from the natural environment to the human environment has been by interpreting the word “amenities” to include community social issues and culture.

This issue was considered in 2010 by a Task Force, formed as a subcommittee by Council under the Trust Programs Committee, to provide a report on a Policy Statement review. Their findings were:

“Definitions of amenity

A general dictionary definition of an amenity is “a pleasant or useful feature”. The word can also be applied in the following three ways:

- Natural amenities, such as viewscapes and beaches that make a particular area pleasant and attractive to humans*
- Developed amenities, such as parks, trails, community centres, playgrounds, etc that provide services to a neighbourhood*

- Real estate amenities, such as swimming pool, landscaping, sauna, etc that enhance value and comfort on a particular property.

Conclusions

The phrase “unique amenity”, as included in the object of the Islands Trust, has never been spelled out explicitly. However, a sense of its meaning can be inferred, particularly from the Islands Trust Policy Statement. When references in the Policy Statement are looked at in combination, a picture emerges of the “unique amenities” of the Trust Area as being a variety of qualities and features (natural amenities) - such as outstanding scenery and recreational resources - combined with community character (or unique character). This picture is reinforced by what is learned from the court judgments. The context does not seem to suggest that “developed” amenities, except where these might contribute to “community character”, are being referred to in the object.”

This finding is, I believe, half correct because it suggests that Council, through the Policy Statement, has decided that “unique amenities” is inferred to include “community character” although no such phrase appears in the Act. I would further suggest that to build upon that interpretation to include “healthy communities” and “culture” is equally incorrect. If one takes the words “unique amenities” in the Act at face value, it is clear that the intent of those words was to describe aspects of the Trust Area’s natural environment and its rural character. I believe the legislation used these words carefully to ensure clarity.

WHAT EXACTLY ARE WE?

The Islands Trust is continued by statute as a “trust”, and not a local government. The Legislature’s intention to create a “trust”, rather than a “local government”, is evident through the terms the legislation uses; “objects”, “trust” and “trustees”. The main characteristic of a “trust” whether private, public non-charitable, or political, is “the fiduciary relationship which exists between trustee and beneficiary of the trust” (Waters). In this case, it is assumed that the public is the beneficiary and the Islands Trust has the fiduciary duties of a trustee. This difference is confusing because in many ways, the Trust acts like a local government and Section 29 (1) states that LTCs “have all the powers and authority **of** a local government”. However, the Trust’s legislation stops short of recognizing LTCs **as** a local government as defined in the LGA. Otherwise, the Islands Trust Act could have stated the LTC is deemed to be a local government for the purposes of specific sections of the LGA, in which case the purposes of the LGA would have applied to the LTC. This of course would have created an internal tension between the purposes of the Trust Act (environment) and the LGA (community need).

In practical terms, this presents some difficulty for LTCs while carrying out their duties. For example, in a municipality, operating under the LGA, a zoning application that increases density may cause several impacts to the environment and its unique amenities. However, the municipality can determine that, regardless of those impacts, the increased density is in the best interests of their community. Not so for LTCs. The Islands Trust’s bodies cannot “trade off” the protection and preservation of the unique amenities and the environment for any other purpose (such as community and/or social needs.) *The LGA allows municipalities to consider other community values in their decisions, Trustees cannot.*

The Islands Trust Act, sections 8 & 9, (in relation to Trust Council), section 21 (in relation to the Executive), and section 24 (in relation to Local Trust Committees), compels their powers are to be exercised “for the purposes of carrying out the object of the Trust”. They are also provided with the authority and the powers through a number of specific provisions of the Local Government Act (LGA)

and Community Charter that are adopted with modification for application to the Islands Trust Act. Those provisions include land use planning and regulation, elections, enforcement of bylaws, heritage conservation, and specific subdivision regulation, among others. For example, the Local Government Act (LGA), gives the Islands Trust the authority to carry out its mandate through zoning, *but the Trust Act gives the Executive, Council, and LTCs, the direction and purpose for them to exercise their powers and specifies that those powers be used in fulfilling the object of the Trust Act.* It stands to reason then, that if those powers are granted to Trust bodies to fulfill the object, then they are also constrained by them. Therefore, I do not believe it can be inferred that the LGA gives the Islands Trust the authority to address other needs of their communities beyond those specified in the object of the Trust Act. The Executive, Council and LTCs, must consider the preservation and protection of the environment (including provisions of the Environmental Management Act; s. 34.1 of Trust Act), above all other matters in applications for zoning, siting, and use permits, Development Variance Permits, and Variances, or, when adopting a bylaw. *If the predominant purpose of the proposed bylaw does not preserve and protect the environment, then I submit it may be ultra vires the Trust Act and subject to a legal challenge.*

The Islands Trust is directed to work “in co-operation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia.” That instruction does not mean that the Islands Trust has the authority to become involved, outside of advocacy, in other jurisdictions or any community social and cultural needs for which other agencies or levels of government have the responsibility. Trustees are also to exercise their powers “for the benefit of the residents of the Trust Area and of British Columbia generally”. This instruction imposes a duty of care upon the Islands Trust, in its decisions and actions, to further the object on behalf of all those in British Columbia, not just the residents of the islands within the Trust Area.

WHERE TO FROM HERE?.

For those of you who were present, or recall in 1995, MacMillan Bloedel went to Court to successfully challenge the Galiano LTC from adopting bylaws that MacMillan Bloedel argued were ultra vires the Trust Committee’s powers under the Act by attempting to change logging practices and preserve land without expropriation (BCJ No. 1763). The Galiano LTC sought to remove the building of homes in Forest zoned lands because they would dramatically alter the natural environment. The Court of Appeal overturned the lower court’s decision because it confirmed that the Galiano LTC enacted the bylaws to satisfy the requirements of s.3 of the Trust Act, that is, to preserve and protect the environment (Justices Southin and Finch). What makes this case particularly significant is that it confirms the view that “s.3 acts as an ultimate limit on the purposes for which Trust Bodies can use their powers” (Howard, Mandell Pinder).

It is for this reason that I believe the Islands Trust has exceeded its authority and jurisdiction by including “culture and communities” in its goals and in the Policy Statement. It goes without saying that the effort in responding to these topics has diverted attention from fulfilling the object of the Act, has cost an enormous amount of time and resources over the years, and has opened the Trust to potential Court challenges.

The Islands Trust and Council take some pride in the work the Conservancy has done, and is continuing to do, in recognizing and protecting sensitive areas. I believe that the principal reason for that success is their singular vision and goal. I don't believe LTCs will be as successful in protecting the remaining areas of our islands that are impacted by human activity unless they also have a unified and clear understanding of the Trust Act and its object. I assume that if the Trust is continued by statute for this purpose, then the Islands Trust would not be continued if it fails.

It is my hope that a complete review of the Policy Statement will remove any ambiguity about our legislation, responsibility, and vision, and motivate us in fulfilling a duty of care to the environment through our statutory mandate.

Respectfully,

Steve Wright.



May 6, 2019

pluckham@islandstrust.bc.ca

Peter Luckham
Chair, Islands Trust Council
Islands Trust
200 - 1627 Fort St
Victoria BC V8R 1H8

Dear Chair Luckham,

Re: Electrifying the BC Ferries Fleet

Bowen Island Municipality adopted its first Transportation Plan in 2018. This 20-year Plan is the product of over two years of planning and stakeholder engagement. The Plan is built on a community vision of "simple, seamless, sustainable transportation options for every Bowen Islander". This vision encompasses the three main goals of the Plan to have better transportation connections, choices, and health.

Being an island presents unique transportation challenges. In addition to on-island networks, water connections are needed to access off island destinations. Transportation accounts for 90% of Bowen Island's greenhouse gas (GHG) emissions. This is mostly from off-island and ferry transportation.

We are increasingly concerned about the impacts of climate change to the island. Considering the relatively large contribution ferry emissions add to our overall GHG emissions, it makes sense to look at the feasibility of electrifying the ferry fleet. The recent announcement by the BC Ferries Commissioner urging BC Ferries to develop a plan for the conversion to all-electric ferries as soon as infrastructure and technology is available, and concerns from islanders that the fleet may be converted to LNG fuel sources, makes this a timely issue.

I understand that the Islands Trust is currently updating its Strategic Plan. I write to you today to request that **Advocacy for Electrifying the BC Ferries Fleet** be considered as a strategic initiative for Islands Trust. This would support the recent declaration by the Islands Trust to declare a Climate Change Emergency in the Islands Trust Area and to add climate change mitigation, resilience, and adaptation policies to the Islands Trust Policy Statement amendment project.

I bring your attention to the following resolution, adopted by Bowen Island Council at its meeting of April 23, 2019:

RES#19-
227

It was Moved and Seconded

Whereas electrifying the Bowen ferry is identified as High Priority Element A12 (Alternative Ferries) in BIM's adopted Transportation Plan 2018-2038; and

Whereas Priority C5 of Council's strategic plan "Island Plan 2019" indicates implementation of the Transportation Plan;

Therefore be it resolved that Council write a letter to the Islands Trust Council requesting that it advocate on behalf of Bowen Island Municipality by considering the inclusion of working with BC Ferries to electrify the ferry fleet in its Strategic Plan.

CARRIED UNANIMOUSLY

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gary Ander', with a stylized flourish extending to the right.

Gary Ander
Mayor

Subject: FW: Update meeting with Minister and Nominations for Working Group
Attachments: VI and Region_CLP_Request for Funding_FINAL.docx

----- Forwarded Message -----

Subject: Update meeting with Minister and Nominations for Working Group
Date: Tue, 21 May 2019 06:35:00 +0000
From: Lisa Helps (Mayor) <LHelps@victoria.ca>
To: Sarah Fowler <sarahfowlertahsis@gmail.com>, Alison Nicholson <alison.nicholson@curd.bc.ca>, Arjun Singh <asingh@kamloops.ca>, ArzeenaHamir <arzeenahamir@shaw.ca>, Ben Geselbracht <ben.geselbracht@nanaimo.ca>, Blaise Salmon <bsalmon@shaw.ca>, Bob <bob@courtenay.ca>, Charlie Cornfield <councillor.cornfield@campbellriver.ca>, Christopher Justice <christopher.justice@northcowichan.ca>, Cliff McNeil-Smith <mayor@sidney.ca>, Colin Plant <colinplant@shaw.ca>, D. Hillian <dhillian@courtenay.ca>, Dan Rogers <drgers@islandtrust.bc.ca>, Daniel Arbour <reachme@danielarbour.ca>, Debra Toporowski <debra.toporowski@northcowichan.ca>, Des Nobels <dnobels@citytel.net>, Don Bonner <don.bonner@nanaimo.ca>, E. Machado <emachado@gibsons.ca>, Erin Hemmens <erin.hemmens@nanaimo.ca>, Gaby Wickstrom <mayorwickstrom@portmcneill.ca>, Jenni Capps <jcapps@duncan.ca>, Jeremy Loveday (Councillor) <jloveday@victoria.ca>, Jesse Ketler <councillor.ketler@cumberland.ca>, Kate Marsh <kate.marsh@northcowichan.ca>, Kevin Murdoch <mayor@oakbay.ca>, Leslie Baird <mayor.baird@cumberland.ca>, Megan Hanacek <megan.hanacek@pfla.bc.ca>, Nicole Minions <nicoleminions@gmail.com>, P. Luckham <pluckham@islandtrust.bc.ca>, Rebecca Mersereau <rebecca.mersereau@saanich.ca>, Rosalie Sawrie <rosalie.sawrie@northcowichan.ca>, S. Fast <sfast@islandtrust.bc.ca>, S. Fowler <sfowler@villageoftahsis.com>, Sarah Potts (Councillor) <spotts@victoria.ca>, Stephanie McGowan <smcgowan@comox.ca>, Tara Ney <tara.lynn.ney@gmail.com>, Tony St-Pierre <tstpierre@sooke.ca>, Tyler Brown <tyler.brown@nanaimo.ca>, Vickey Brown <councillor.brown@cumberland.ca>, W Morin <wmorin@courtenay.ca>, Will Cole-Hamilton <wcolemilton@courtenay.ca>, P. Luckham <pluckham@islandtrust.bc.ca>
CC: Josie Osborne <osborne@tofino.ca>, Michelle Staples <mayor@duncan.ca>, Alison James <ajames@victoria.ca>

Hello all,

We've received emails from a few people interested in being on the Working Group. I think we should aim to have a working group meeting sometime in July at the latest. I think that it's probably best if the working group person is officially put forward by their Regional District, just to make it semi-official and because there seem to be a lot of people interested. Remember that the person who is appointed to the working group will have the role and responsibility of engaging all other interested elected officials in the area to get their input as we move ahead – this means that no one will be left out! *If we could have the names of the Working Group members by June 15th that would be great*. We can then schedule a meeting for late July. I think a half day in person meeting would probably be best.

I went to Ottawa last week and presented the attached proposal to Minister McKenna requesting \$1.3 million for us to do this work between Sept 2019 and December 2020. Please take time to review the attached proposal. We just put it together so we'd have something to present to her, it can be adjusted along the way. The meeting was very positive and she's going to see if she can find the money for our initiative. Stay tuned.

In additional exciting news (and thanks to Oak Bay Councillor Tara Ney!), Michelle, Josie and I had an exciting meeting with Tara and Astrid Brousselle, the Head of the School of Public Administration at UVIC. She has a climate change focus.

She also chairs a group of 50 professors called UVIC Anthropocene. She has enlisted them, and her students and her postdoc fellows to help us develop a solid evaluation framework and measurement tools for communities.

We know it's incredibly ambitious to put together a Climate Leadership Plan that will serve 50 local governments and 50 First Nations in one year, but we also know that the circumstances we find ourselves in call for bold, ambitious action.

Talk soon!

Lisa

--

Lisa Helps, City of Victoria Mayor

Lekwungen Territory

250-661-2708

www.lisahelpsvictoria.ca

"Grown-up politics means accepting the tensions and complexities of our lives together without pretending there are easy solutions, universal rules ... That means relearning the habits of complexity against the siren calls of a soundbite, quick-fix culture." - Jonathan Sacks

*From: *Sarah Fowler <sarahfowlertahsis@gmail.com>

*Date: *Monday, May 13, 2019 at 9:21 PM

*To: *"Lisa Helps (Mayor)" <LHelps@victoria.ca>

*Cc: *Alison Nicholson <alison.nicholson@curd.bc.ca>, Arjun Singh <asingh@kamloops.ca>, ArzeenaHamir <arzeenahamir@shaw.ca>, Ben Geselbracht <ben.geselbracht@nanaimo.ca>, Blaise Salmon <bsalmon@shaw.ca>, Bob <bob@courtenay.ca>, Charlie Cornfield <councillor.cornfield@campbellriver.ca>, Christopher Justice <christopher.justice@northcowichan.ca>, Cliff McNeil-Smith <mayor@sidney.ca>, Colin Plant <colinplant@shaw.ca>, "D. Hillian"

<dhillian@courtenay.ca>, Dan Rogers <drogers@islandstrust.bc.ca>, Daniel Arbour <reachme@danielarbour.ca>, Debra Toporowski <debra.toporowski@northcowichan.ca>, Des Nobels <dnobels@citytel.net>, Don Bonner <don.bonner@nanaimo.ca>, "E. Machado" <emachado@gibsons.ca>, Erin Hemmens <erin.hemmens@nanaimo.ca>, Gaby Wickstrom <mayorwickstrom@portmcneill.ca>, Jenni Capps <jcapps@duncan.ca>, Jeremy Loveday <jloveday@victoria.ca>, Jesse Ketler <councillor.ketler@cumberland.ca>, Josie Osborne <osborne@tofino.ca>, Kate Marsh <kate.marsh@northcowichan.ca>, Kevin Murdoch <mayor@oakbay.ca>, Leslie Baird <mayor.baird@cumberland.ca>, Megan Hanacek <megan.hanacek@pfla.bc.ca>, Nicole Minions <nicoleminions@gmail.com>, "P. Luckham" <pluckham@islandtrust.bc.ca>, Rebecca Mersreau <rebecca.mersereau@saanich.ca>, Rosalie Sawrie <rosalie.sawrie@northcowichan.ca>, "S. Fast" <sfast@islandstrust.bc.ca>, "S. Fowler" <sfowler@villageoftahsis.com>, "Sarah Potts (Councillor)" <spotts@victoria.ca>, Stephanie McGowan <smcgowan@comox.ca>, Tara Ney <tara.lynn.ney@gmail.com>, Tony St-Pierre <tstpierre@sooke.ca>, Tyler Brown <tyler.brown@nanaimo.ca>, Vickey Brown <councillor.brown@cumberland.ca>, W Morin <wmorin@courtenay.ca>, Will Cole-Hamilton <wcolemilton@courtenay.ca>, Alison James <ajames@victoria.ca>, Michelle Staples <mayor@duncan.ca>

*Subject: *Re: Region Wide Climate Action Plan

This is great, thank you!

Being at this climate action "movers and shakers" meeting was a real highlight of the conference for me. As a parent and PAC member I really have noticed the "climate anxiety" mentioned by the member who was at the meeting representing children. My inner activist knows that action is the only cure for the feelings of doom.

I volunteer to represent the Strathcona Regional District unless of course, someone more connected steps forward, since I am not able to attend the UBCM in the fall this year to budgetary restrictions.

The remote nature and increased travel costs to be involved in the bigger picture thinking is something that can leave /rural representatives/ without the capacity to deal with big ticket items like greenhouse gas reduction targets or joining federal conversations like those at the FCM. the day that Tahsis gets our first EV charging station I will ring all the bells, so to speak.

With permission, of course, I will also share the attached documents with the rest of my council and hopefully Minister Trevena next week.

Mayor Helps, again thanks for your leadership and solidarity,

Respectfully,

smf

Sarah Fowler

Village of Tahsis, council

Nootka Sound Watershed Society

On Fri, May 10, 2019 at 11:44 AM Lisa Helps (Mayor) <LHelps@victoria.ca <mailto:LHelps@victoria.ca>> wrote:

Hello all,

Thanks for taking time at AVICC to participate in our discussion on what a region wide climate leadership plan could look like.

Apologies that it's taken me so long to get you all the notes. Here are rough notes attached with "Next Steps" outlined at the end.

One of the key next steps is to identify one person from each subregion to be part of an ad hoc task force to keep moving this forward. Ideally we meet once during the summer and then again at UBCM. Will Cole Hamilton was first (and only!) through the door so far. He's from the Comox Valley RD. The idea is to have *one person per RD* sit on the steering committee and then that person is responsible for convening others (elected officials and First Nations and eventually wider community) and bringing wisdom to our steering committee table. As much as possible please coordinate in your regions and then send Alison a name of who your region's person will be by the end of May at latest.

Capital Regional District

Nanaimo Regional District

Cowichan Valley Regional District

Comox Valley Regional District – Will Cole Hamilton

Alberni-Clayoquot Regional District

Strathcona Regional District

Mount Waddington Regional District

qathet Regional District

Sunshine Coast Regional District

I'm heading to Ottawa next week and have a meeting with Minister McKenna on Monday to try and secure funding for our project. To this end I'm working on a short project outline which I also attach. It is still very rough / just a sketch!

Thanks everyone. Looking forward to working with this on all of you!

Lisa

P.S. Michelle and I have enlisted Josie to help us lead this initiative in part because she is the only one of us on the island appointed to the Province's Climate Council and there is important alignment there.

--

Lisa Helps, City of Victoria Mayor

Lekwungen Territory

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www.lisahelpsvictoria.ca

<<https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.lisahelpsvictoria.ca&data=02%7C01%7CLH elps%40victoria.ca%7C39b3425ba282468c389d08d6d8239b97%7Cd7098116c6e84d2a89eedb15b6c23375%7C0%7C1% 7C636934044789698651&sdata=R3HKHSCyZgv6Ri1wd5twmM%2BZGoZHek373aT38pJxThM%3D&reserved=0>>

"Grown-up politics means accepting the tensions and complexities of our lives together without pretending there are easy solutions, universal rules ... That means relearning the habits of complexity against the siren calls of a soundbite, quick-fix culture." - Jonathan Sacks

Vancouver Island and Coastal Communities Climate Leadership Plan – Action 2030

REQUEST FOR FUNDING

May 13, 2019

To:

Minister McKenna

From:

Lisa Helps, Victoria Mayor

Josie Osborne, Tofino Mayor

Michelle Staples, Duncan Mayor

Background

When Minister McKenna visited Victoria in February, she met with a number of mayors from across Vancouver Island in communities large and small, urban and rural. At the meeting, City of Victoria staff presented the City's Climate Leadership Plan, including clear and detailed targets for emissions reduction and strategies to achieve these. (See Appendix A.) We remember Minister McKenna being impressed by the plan and especially the clear targets for emissions reduction.

After the presentation, discussion ensued between mayors and the minister. Mayors from smaller places indicated that there was no possible way they could create climate action plans like the City of Victoria's – they just didn't have the resources to do so. In conversation, the idea of developing a region-wide Climate Leadership Plan was hatched. Minister McKenna liked this idea of large and small, rural and urban communities working together and indicated that if we were going to go in this direction, she would likely be able to find some resources to assist us.

The Wide Angle

Through Clean Canada the federal government is taking significant action to address climate change while continuing to build prosperity and household sustaining jobs for Canadians. Clean Canada includes:

- Putting a price on carbon pollution across Canada so it's no longer free to pollute
- Phasing out traditional coal-fired power plants and investing in renewables
- Expanding public transit across the country
- Investing in energy efficiency to help families and businesses save money
- Investing in made-in-Canada technologies and clean solutions
- Improving building codes and standards so our homes and buildings use less energy
- Finding cleaner alternatives to diesel in remote communities
- Raising standards so our cars run on cleaner fuels and cost less to operate
- Doubling the amount of nature protected
- Keeping plastic waste out of our environment

Through CleanBC, the Province of British Columbia provides strategies to achieve 75% of the greenhouse gas reductions needed to achieve their climate targets. They are still in the process of developing a plan for the remaining 25%. Local governments and First Nations have a key role to play with the remaining 25%. There is a keen interest in communities across BC to address climate change at the local level. The Union of BC Municipalities (UBCM) current president is very interested and engaged on climate change. And the Province and UBCM are working to develop a climate working group.

There is a role for local governments and First Nations to help the federal and provincial governments achieve their objectives. The development of a Vancouver Island and Coastal Communities Climate Leadership Plan nests within both Federal and Provincial climate commitments. The idea is to pilot an approach of collaborative climate action planning led by

local government and First Nations at a relatively large regional scale. Through this pilot project we will develop a climate action plan for our region which will complement and boost federal and provincial initiatives. Equally importantly we will develop a community-driven and bottom up “how-to” governance and planning tool-kit for other regions across the province and country.

The Steps We’ve Taken

In April at the Association of Vancouver Island and Coastal Communities (AVICC) conference Mayor Helps and Mayor Staples hosted a workshop to test the idea of developing a Climate Leadership Plan for Vancouver Island and Coastal Communities. Fifty elected officials from across the island and coast attended. Key findings from the workshop include:

- This is the issue of our generation and we must take action.
- The impacts of climate change are already being felt in communities large and small, rural and urban in the form of droughts, floods, fires, storms. Forests, lakes, rivers, and shoreline are at increased risk. Water supply is threatened by bacterial blooms. There are ocean water quality concerns. Salmon runs are suffering.
- Small communities don’t have the resources to take action or even to know what to do first; very few communities have baseline data or the ability to set targets.
- Prioritization of actions based on data was seen as critically important. Local governments have limited financial resources; knowing where to spend money that will have the biggest climate impact is key to be fiscally prudent as we take climate action.
- First Nations communities are feeling the effects of climate change disproportionately; our plan must integrate and take into account their deep knowledge of and connection with the lands and waters of their territories.
- The idea for an Island and Coastal Communities Climate Leadership Plan received strong support provided that there is funding to undertake the work. There was also a sense of urgency; the plan should be in place by the end of 2020 at the latest and should be a ten-year plan to 2030.

At the end of the meeting, the group agreed to create a working group comprised of one elected official from each sub-region to be co-chaired by Mayors Helps, Staples, and Osborne. We know this governance model works for getting things done in our region. Since 2016 Mayors Helps and Osborne have co-chaired an Island and Coastal Communities working group on social procurement which recently launched the fully funded two-year Coastal Communities Social Procurement Initiative (www.ccspi.ca).

We propose to use the same governance model to develop an Island and Coastal Communities Climate Leadership Plan. As in the case of CCSPI, all contracts and funding can be administered by the City of Victoria. We are happy to provide approved terms of reference, MOUs for administration of funds, and more information on the governance model as required. Staff support and participation will be provided to the working group by local government staff on an

as-needed basis. In addition to the CCSPI governance format, we will also set up a First Nations Advisory Group.

Benefit to Federal Government

Every community in Canada large and small, rural and urban is struggling with the effects of climate change. Local governments are on the front lines of mitigating and adapting to climate change. Many small towns and medium sized cities don't have the capacity or resources in house to develop baseline data, set targets, prioritize actions and spend resources prudently and according to biggest bang for buck in terms of emissions reductions.

Not only will we create a region wide Climate Leadership Plan for more than 50 local governments and more than 50 Nations on Vancouver Islands and Coastal Communities, more importantly we will also develop a process / best practices / tool kit for other regions across the country to work together to develop their own plans.

Deliverables to Federal Government:

- A Vancouver Island and Coastal Communities Climate Leadership Plan – Action 2030 (Delivered by December 31, 2020)
- Tool Kit for Region-Wide Climate Action Planning (Delivered by March 31, 2021)

Preliminary Project Plan

June–October 2019

- Form Working Group and First Nations Advisory Group and begin preliminary, informal engagement of councils, staff, citizens, First Nations.
- Develop governance structure and documents (using CCSPI MOUs and Terms of Reference as a strong guide)
- Clearly define project scope and objectives
- Refine project budget
- Secure formal commitment from local governments and First Nations through motions of council

October 2019-December 2019

Secure contractors* for:

1. Baseline data gathering, data gap analysis and review of relevant sections of Official Community Plans (OCPs), Regional Growth Strategies (RGS), and climate plans where applicable
2. Climate Leadership Plan development
3. Engagement – public, staff, councils, First Nations

4. Tool Kit Development (even though their key work will be done between January and March 2021 this contractor should be engaged at the outset to develop the tool kit from witnessing and participating in the work of plan development.)

*Contractors will be invited to bid on each or all of the four elements. Contractors that can package all four elements together to gain efficiencies and save time will be given higher consideration.

January 2020-September 2020

Engagement and plan development

September 2020

Finalize plan, present final draft plan at AVICC meeting at UBCM Convention

October-December 2020

- Plan adopted by local governments and First Nations communities and delivered to Federal government
- Evaluation and measurement framework created and simple (easy to use for all sizes of community) annual reporting tool developed for local governments and First Nations that corresponds with the goals in the plan. **NB** University of Victoria Faculty and grad students involved in developing these tools would be involved throughout the process but the core of their work would be delivered along with the final plan.

January 2021-March 2021

Complete Tool Kit for Region-Wide Climate Action Planning and deliver to Federal government

Preliminary Project Budget

Item	Cost	Source and Type of Funding
Data gap analysis, review of relevant sections of Official Community Plans (OCPs), Regional Growth Strategies (RGS), and climate plans where applicable	\$100,000	Federal Government, Cash Contribution
Baseline data gathering for island and coastal communities	\$150,000	Federal Government, Cash Contribution
Plan Development (includes development of all content including clear targets and prioritized actions, differences in rural, urban, large, small and First Nations communities, also includes	\$650,000	Federal Government, Cash Contribution

writing, design, layout final plan in hardcopy and web-ready)		
Public, Staff, Council and First Nations Engagement (includes at least two public sessions per sub-region across the island and coast, two staff engagement sessions by sub-region, and First Nations engagement on a sub-regional basis or Nation by Nation as advised by the First Nations Advisory Committee. Assumes the costs of First Nations protocol activities and customs)	\$350,000	Federal Government, Cash Contribution
Tool Kit for Region-Wide Climate Action Planning (includes recommendations with regards to governance, gathering data, prioritizing actions, engaging public, staff and First Nations, taking action) NB If this is going to have a lasting life on a website there would be one-time ongoing costs for website. If the Tool Kit is hosted on Environment and Climate Change Canada's website there will not be. This budget assumes tool kit development but not website development or hosting.	\$100,000	Federal Government, Cash Contribution
Coordination of process (includes oversight of project and governance body)	\$100,000	In kind, local elected officials and staff on Working Group
Contract and funding agreement management	\$25,000	In kind, City of Victoria
Local government and First Nations staff time responding and providing data and information to contractors, helping to organize engagement sessions, in-kind provision of space for engagement events, informing process with local knowledge	\$350,000	In kind, local governments and First Nations, over 1.5 year period.
Development of measurement framework and simple annual reporting tool for local governments and First Nations	\$150,000	In kind or research grant funded, University of Victoria faculty and grad students.
Total Project Cost	\$1,925,000	
Total In-Kind Contribution Local Government and First Nations	\$475,000	
Total In-Kind or grant funded research, University of Victoria	\$150,000	
Total Funding Request from Federal Government	\$1,300,000	

Assumptions

- This is an urgent situation and staff, councils, First Nations and community members will see the urgency and the plan will therefore be invested in the ambitious timeline proposed.
- Staff resources in local governments and Nations will be available at the most basic level to provide data and information to contractors as required.
- Staff resources from larger jurisdictions with more experience will be willing to participate in a deeper way to provide their expertise and guidance to the process.
- The bulk of the work will be done by contractors, not local government staff. Federal funding will cover the cash costs of the process, primarily the contractor costs and local government contributions will be in kind primarily through staff time.
NB The cost to develop the City of Victoria's Climate Leadership Plan was approximately \$550,000. This did not include engagement costs. Staff time accounted for approximately \$400,000 of the cost with five staff working 60% of their time and one staff working 25% of his time for well over a year. *This cost would be transferred to contractors in the current proposed process; see budget above.*
- Any remaining federal funding at the end of the process would be transferred back to the Federal government.

Risks	Risk Mitigation Strategies
This will be seen as lots of extra work by staff in small communities and participation and responsiveness will be low.	Working Group and contractors make it clear that staff involvement will be limited to providing basic data and approved plans as available and a limited role assisting public engagement. Political leadership at the local level will ensure staff time is protected in the process.
The development of a region wide plan may be seen to compete with work already underway in larger communities that have already developed their own climate action plans or initiatives.	There are few local governments or Nations on Vancouver Island or the coast that have developed climate action plans. The Vancouver Island and Coastal Communities Climate Leadership Plan will draw on work already done in local governments where applicable and will not re-do this work.
The governance model of an ad-hoc group of elected officials with slim staff support will not be robust enough to oversee the process.	The Coastal Communities Social Procurement Initiative (www.ccspi.ca) governance model has worked both efficiently and effectively for the last four years. It provides a good

	model. Two of the three people proposed to lead the Coastal Communities Climate Leadership Plan process also lead the CCSPI.
This is far too ambitious a timeline to complete the work proposed.	There's a sense from 50 elected officials who gathered at the AVICC workshop to kick off this work that 2020-2030 is one of the most important decades in human history. There is a sense of urgency and commitment to getting a plan in place and in particular to prioritizing actions and spending prudently.
The capacity of some First Nations to participate may be limited as they are facing many other systemic barriers that require their attention.	The First Nations Advisory Group will advise the process so that unfolds in a culturally appropriate way and furthers the process of reconciliation and helps to address systemic barriers. First Nations participants in the process will be appropriately compensated.

Thank You!

We're grateful to Minister McKenna for considering this unconventional request and approach. We are here as partners to assist the Federal government in meeting their Nationally Determined Contributions under the Paris Agreement and their Clean Canada commitments. We look forward to an affirmative response to our request for funding. We are happy to provide more details as required. Our communities on Vancouver Island and the coast are poised and ready to take meaningful climate action, they already are. The development of the *Vancouver Island and Coastal Communities Climate Leadership Plan – Action 2030* will ensure the actions are prioritized, based on data, community-driven and that we achieve meaningful reductions in carbon pollution.

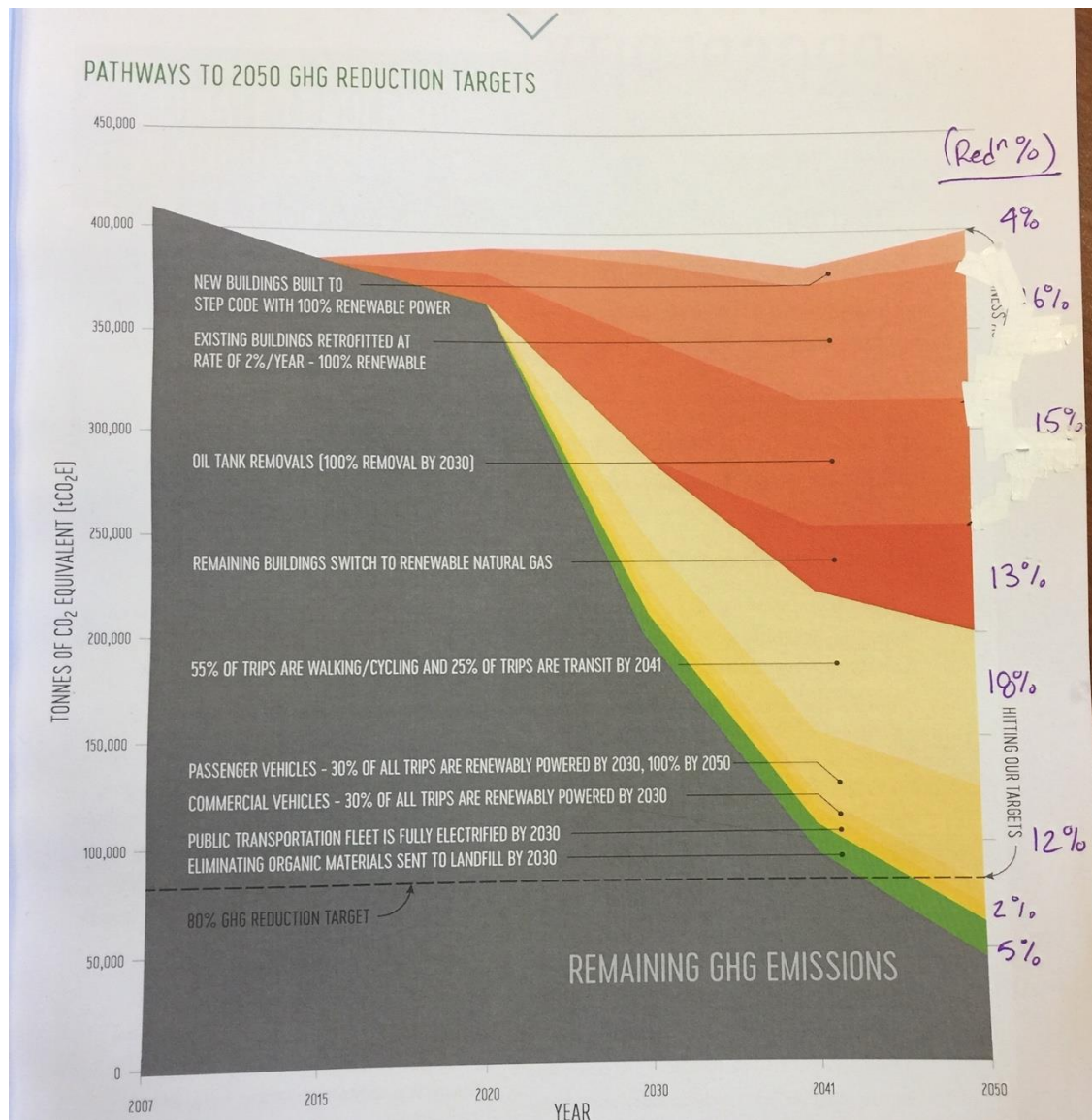
Lisa Helps, mayor@victoria.ca

Michelle Staples, mayor@duncan.ca

Josie Osborne, osborne@tofino.ca

Appendix A – City of Victoria Climate Leadership Plan pg 17.

Emission reduction targets by category. The Vancouver Island and Coastal Communities Climate Leadership Plan – Action 2030 will generate this baseline data and targets for the island and coastal communities in the AVICC region.



Islands Trust Council Goals	Executive Committee	Islands Trust Conservancy
1. Ecosystem Preservation and Protection 2. Ensure human activity and development are compatible with maintenance of Trust Area ecosystems 3. Sustain Island Character and Healthy Communities 4. Effective, Efficient and Collaborative Governance	1. Islands Trust Act Amendments 2. Update Islands Trust Policy Statement 3. Climate Change Emergency	1. Strategic Planning/Administration 2. Covenant and Property Acquisitions 3. Property and Covenant Management 4. Communications 5. Fundraising and Conservancy Support
Financial Planning Committee	Local Planning Committee	Trust Programs Committee
1. Conduct the 2018/19 Year-end Audit 2. 2018/19 Allocated Financial Statements 3. Budget 2021: Draft 1	1. DAI Model Bylaws 2. LTC Model Fees Bylaw	1. Review the Islands Trust Policy Statement 2. Trust Secretariat 3. Amend Crown Land Cooperation Agreements



Northern Islands Ballenas-Winchelsea, Denman, Gabriola, Gambier, Hornby, Lasqueti, Thetis	Southern Islands Galiano, Mayne, North Pender, South Pender, Saturna
Ballenas-Winchelsea Islands . Advocacy for the protection and appropriate use of Crown islets. . Nanoose First Nation Relationship Building. . Implement the Protection of Coastal Douglas fir and association ecosystems toolkit and Islands Trust Conservancy Regional Conservation Plan. Denman Island . Denman Island Farm Plan Implementation . Temporary Use Permits . Cannabis Land Use Regulation Gabriola Island . Housing Options and Impacts Review Project . Cannabis Production and Retail Sales . Develop an Ecological Protection Zone Gambier Island . Riparian Areas Regulation . Gambier OCP Comprehensive Review . Keats Island Shoreline Protection Project - Phase 2 . OCP Advocacy Policies - Implementation & Support	Galiano Island . Affordable Housing Strategy . Groundwater Sustainability Mayne Island . Commercial Land Use Review . Housing Review (tiny home initiative) . Groundwater Sustainability Project North Pender Island . Land Use Planning for Waste Transfer . Climate Change Adaptation, Mitigation and Resilience . Landowner Education Saturna Island . Groundwater Sustainability Project . Secondary Suite Review . Short Term Vacation Rentals - TUP Guidelines . First Nations Relationship Building South Pender Island . First Nations Reconciliation . Groundwater Sustainability project



Northern Islands

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

Hornby Island

- . Land Use Bylaw Amendments
- . Watershed Protection and Groundwater Preservation
- . Vacation Home Rental Community Education and Bylaw Compliance Campaign

Lasqueti Island

- . OCP/LUB Review
- . Freshwater Project
- . Review permitted uses upland to barge ramp.

Thetis Island

- . Riparian Areas Regulation Implementation
- . Ruxton Island Private Moorage Review
- . Relationship Building with Local First Nations

Salt Spring

Salt Spring Island

- . Water Sustainability
- . Ganges Village Area Planning - Harbourwalk
- . LUB Update - Industrial Zones
- . Affordable Rental Housing - Cottages



Trust Council Quarterly Meeting Schedule
September 17 - 18, 2019
Bowen Island

Tuesday, September 17	Wednesday, September 18	Thursday, March 15
Ferries to Bowen Island	7:30 Breakfast	7:30 Breakfast
	8:30 New Business Items	8:30 Closed Meeting
	9:30 Executive CAO's Report * EC Work Program Continuous Learning Plan Strategic Plan Quarterly Update	9:15 Trust Area Services' Director's Report * TPC Work Program Islands Trust Conservancy Report
11:30 Executive Committee Meeting		10:00 Break
12:00 Lunch	10:15 Break	10:15 Summary/Updates Trustee Updates Priorities Chart Proposed December TC Draft Agenda Program
1:00 Call to Order and Approval of Agenda 1:30 First Nation address(es) RWMs * Adoption of Minutes FUAL Trustee Round Table	10:30 11:30	11:30 Correspondence
3:00 Break		12:00 Adjournment (approx.)
3:15	12:00 Lunch Community Presentation	Ferries from Bowen Island Vesuvius to Crofton - 12:20pm; 3pm Long Harbour to Galliano/Mayne/Pender/Tsawwassen - 3:35pm Fulford Harbour to Swartz Bay - 1:50pm  Islands Trust
	1:30 Delegations & Town Hall 3:00	
	3:15 Break	
4:15 Local Planning Services Director's Report * LPC Work Program Bylaw Enforcement - Briefing	3:30 Administrative Services Director's Report * FPC Work Program Report * Quarterly Financial Report - RFD	
5:00 Adjourn for the day	4:00 * *	
6:00 Dinner	5:00 Adjourn for the day 6:30 Dinner with Former Trustees	

* Denotes resolution/decision items

Members of the public are invited to attend all sessions except any closed meetings and meals.