



Trust Council Minutes of a Regular Meeting

Date: December 2 to December 4, 2025
Location: Hotel Grand Pacific, Vancouver Island Ballroom
463 Belleville Street, Victoria, BC, V8V 1X3

Executive Members Present:

1. Laura Patrick, Chair, Salt Spring Island Local Trust Area
2. Tobi Elliott, Vice-Chair, Gabriola Island Local Trust Area
3. David Maude, Vice-Chair, Mayne Island Local Trust Area
4. Timothy Peterson, Vice-Chair, Lasqueti Island Local Trust Area

Members Present:

5. Sue Ellen Fast, Bowen Island Municipal Trustee
6. Judith Gedye, Bowen Island Municipal Trustee
7. Sam Borthwick, Denman Island Local Trust Area
8. David Graham, Denman Island Local Trust Area (electronic attendance)
9. Susan Yates, Gabriola Island Local Trust Area
10. Lisa Gauvreau, Galiano Island Local Trust Area
11. Ben Mabberley, Galiano Island Local Trust Area
12. Joe Bernardo, Gambier Island Local Trust Area
13. Kate-Louise Stamford, Gambier Island Local Trust Area
14. Alex Allen, Hornby Island Local Trust Area
15. Grant Scott, Hornby Island Local Trust Area (electronic attendance)
16. Mikaila Lironi, Lasqueti Island Local Trust Area
17. Jeanine Dodds, Mayne Island Local Trust Area
18. Aaron Campbell, North Pender Island Local Trust Area (electronic attendance)
19. Jamie Harris, Salt Spring Island Local Trust Area (electronic attendance)
20. Mairead Boland, Saturna Island Local Trust Area (electronic attendance)
21. Lee Middleton, Saturna Island Local Trust Area
22. Kristina Evans, South Pender Island Local Trust Area
23. Dag Falck, South Pender Island Local Trust Area
24. Ken Hunter, Thetis Island Local Trust Area
25. Peter Luckham, Thetis Island Local Trust Area

Members Regrets: 26. Deb Morrison, North Pender Island Local Trust Area

Staff Present:

Rueben Bronee, Chief Administrative Officer
Stefan Cermak, Director, Planning Services
Clare Frater, Director, Trust Area Services
David Marlor, Director, Legislative and Information Services
Julia Mobbs, Director, Financial and Employee Services
Joshua Bard, Information Systems Specialist
Warren Dingman, Bylaw Compliance and Enforcement Manager
Lisa Millard, Meeting Administrator/Recorder
Alexandra Trifonidis, Executive Coordinator
Wendy Tyrell, Islands Trust Conservancy Manager
Sage Dyck, Technician, Pacific Audio

Guests Present: nənqəm (Tanner Timothy), Ministerially-Appointed Islands Trust

**Conservancy Board Member
Risa Smith, Islands Trust Conservancy Board Member**

Others Present: **There were up to 7 members of the public in attendance**

TUESDAY DECEMBER 2, 2025

The in-person meeting was recorded, livestreamed, and made available for electronic attendance.

Esquimalt Nation Councilor Sherry Thomas introduced herself, welcomed attendees to the territories of the ləkʷəŋən people, and thanked members of Trust Council for working together to look after the lands.

1. CALL TO ORDER

Chair Patrick called the meeting to order at 1:04 p.m.

2. LAND ACKNOWLEDGEMENT/TERRITORIAL WELCOME

Chair Patrick acknowledged the meeting was being held in the territory of Coast Salish First Nations and welcomed Trustees and guests from the Islands Trust Conservancy Board.

Each trustee introduced themselves with acknowledgement of the First Nations territory in which they live and work.

3. APPROVAL OF AGENDA

3.1 Review of the Agenda

The following items were added to the agenda by addendum:

- 5.1 Notice of Motion from Previous Meeting
- 6.2.3 Summary of Standards of Conduct Investigation Report – Request for Decision
- 12.2.1 Request for Trust Council Sponsorship of Development Application Fee – Request for Decision
- 12.2.2 Response to Bill M216 – Professional Reliance Act – Request for Decision

A Trustee opposed the addition of the Executive Committee’s late addendum item 6.2.3 and the Director of Legislative and Information Systems clarified the addendum items had been added to the agenda in accordance with policy.

3.2 Approval of the Agenda

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

4. GENERAL BUSINESS ARISING

4.1 Consent Agenda Items

- 4.1.1 Draft September 16-18 Islands Trust Council Quarterly Meeting Minutes

THAT Islands Trust Council adopt the minutes as presented.

4.1.2 Resolution Without Meeting Report

Receive for information.

By general consent Islands Trust Council adopted the recommendation as presented in items 4.1.1 and 4.1.2.

4.1.3 Islands Trust Active Priorities Chart

Receive for information.

Each Council Committee Chair provided an update on the work program of their respective committees.

4.1.3.1 Executive Committee Work Program Report

THAT Trust Council approve the Executive Committee Work Program Report as presented.

4.1.3.2 Governance Committee Work Program Report

THAT Trust Council approve the Governance Committee Work Program Report as presented.

4.1.3.3 Financial Planning Committee Work Program Report

THAT Trust Council approve the Financial Planning Committee Work Program Report as presented.

Trustee Campbell arrived to the meeting at 1:30 p.m.

4.1.3.4 Regional Planning Committee Work Program Report

THAT Trust Council approve the Regional Planning Committee Work Program Report as presented.

4.1.3.5 Trust Programs Committee Work Program Report

THAT Trust Council approve the Trust Programs Committee Work Program Report as presented.

4.1.3.6 Accessibility Committee

4.1.3.7 Islands Trust Conservancy Quarterly Report

Receive for information.

By general consent Islands Trust Council adopted the recommendation as presented in items 4.1.3 - 4.1.3.5 and 4.1.3.7.

Chair Patrick requested general consent to permit Islands Trust Conservancy Board Members to speak during the meeting and Trustee Harris opposed.

TC-2025-110

It was MOVED by Trustee Borthwick, and SECONDED by Trustee Allen,

that Islands Trust Conservancy Board members be invited to speak during Trust Council.

CARRIED

5. NEW BUSINESS

5.1 Notice of Motion from Previous Meeting

Trustee Stamford provided reasoning for the motion.

TC-2025-111

It was MOVED by Trustee Stamford, and SECONDED by Trustee Borthwick,

that Trust Council request staff to provide options for local trust committees to obtain the permission to hold advisory body meetings by means of electronic or by other communication facilities.

TABLED

Consideration of tabling the motion was given based on the outcome of item 6.2.4.

TC-2025-112

It was MOVED by Trustee Stamford, and SECONDED by Trustee Elliott,
the motion be tabled until after discussion of Operational Review.

CARRIED

6. EXECUTIVE

6.1 Consent Agenda Items

6.1.1 Chief Administrative Officer Quarterly Report

Receive for information.

6.1.2 Strategic Plan Report

Receive for information.

6.1.3 Continuous Learning Plan

Receive for information.

By general consent Islands Trust Council adopted the recommendation as presented in items 6.1.1, 6.1.2 and 6.1.3.

6.2 Discussion / Decision Items

6.2.1 Proposed 2026/27 Trust Council Meeting Schedule - Request for Decision

TC-2025-113

It was MOVED by Trustee Borthwick, and SECONDED by Trustee Allen,

that Trust Council adopt quarterly meeting dates and start times to the end of fiscal 2026/27 of:

- a. June 16-18, 2026, starting at 1:00 p.m. on June 16;
- b. September 9-11, 2026, starting at 1:00 p.m. on September 9;

- c. November 12-14, 2026, starting at 2:00 p.m. on November 12;
- d. December 8-10, 2026, starting at 1:00 p.m. on December 8;
- e. March 9-11, 2027, starting at 1:00 p.m. on March 9.

CARRIED

Discussion ensued regarding holding meetings electronically versus in-person and the following comments were noted:

- It is prudent to allocate budget for in-person meetings and then let the incoming Trust Council determine if they wish to change meetings to an electronic format;
- There is desire to hold meetings within the Trust Area;
- The Operational Review Report notes the number of staff hours and additional expenses related to in-person compared to electronic meetings.

TC-2025-114

It was MOVED by Trustee Fast, and SECONDED by Trustee Elliott, that Trust Council adopt quarterly meeting locations to the end of fiscal 2026/27 of:

- a. June 2026, electronic;
- b. September 2026, electronic;
- c. November 2026, Victoria, BC;
- d. December 2026, Victoria, BC; and,
- e. March 2027, Galiano Island.

Trustee Dodds arrived to the meeting at 2:06 p.m.

TC-2025-115

It was MOVED by Trustee Evans, and SECONDED by Trustee Yates, that Trust Council amend the motion on the floor to read:

- a. June 2026, in-person.

CARRIED

The question on the following motion, as amended, was then called

that Trust Council adopt quarterly meeting locations to the end of fiscal 2026/27 of:

- a. June 2026, in-person
- b. September 2026, electronic;
- c. November 2026, Victoria, BC;
- d. December 2026, Victoria, BC; and,
- e. March 2027, Galiano Island.

CARRIED

TC-2025-116

It was MOVED by Trustee Fast, and SECONDED by Trustee Mabberley,

that Trust Council direct staff to scheduled the June 2026 Trust Council Quarterly Meeting be held on Mayne Island.

DEFEATED

TC-2025-117

It was MOVED by Trustee Evans, and SECONDED by Trustee Mabberley,

that Trust Council direct staff to schedule the June 2026 Trust Council Quarterly Meeting be held on the Southern Gulf Islands.

CARRIED

TC-2025-118

It was MOVED by Trustee Peterson, and SECONDED by Trustee Yates,

that Trust Council adopt quarterly Committee of the Whole meeting dates, all to be held electronically starting at 9:00 a.m., to the end of fiscal 2026/27 of:

- a. Wednesday, May 13, 2026;
- b. Wednesday, July 22, 2026;
- c. Wednesday, October 7, 2026; and,
- d. Wednesday, February 10, 2027.

CARRIED

6.2.2 Provincial Review and Funding Requests - Request for Decision

TC-2025-119

It was MOVED by Trustee Borthwick, and SECONDED by Trustee Allen,

that Trust Council request the first item on the Trust Council Follow Up Action Report be marked as completed.

CARRIED

TC-2025-120

It was MOVED by Trustee Borthwick, and SECONDED by Trustee Luckham,

that Trust Council direct staff to undertake no further work on Trust Council Strategic Plan initiative 1.3.1. and remove the corresponding item from the Executive Committee Active Projects Report.

CARRIED

6.2.3 Summary of Standards of Conduct Investigation Report - Request for Decision

Chair Patrick provided a summary of the Standards of Conduct investigation and Trust Council's role when receiving the report.

Trustee Evans recused herself from the discussion and left the meeting at 2:33 p.m.

Discussion ensued and the following comments were noted:

- The independent investigator found that there was not a breach of the Standards of Conduct;
- The policy states if Trust Council disagrees with the investigator's recommendations it is incumbent on Trust Council to determine if an alternative sanction should be imposed;

- Trust Council is not obligated to take up the recommendation and is being asked to endorse voluntary training.

Trustee Fast left the meeting at 2:48 p.m. and returned at 2:51p.m.

TC-2025-121

It was MOVED by Trustee Bernardo, and SECONDED by Trustee Boland,

the recommendations of the Standards of Conduct Investigation Report of the May 29, 2025 complaint be dismissed.

DEFEATED

TC-2025-122

It was MOVED by Trustee Luckham, and SECONDED by Trustee Allen,

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

CARRIED

The meeting was recessed for a break at 2:55 p.m. and reconvened at 3:16 p.m.

Trustee Evans returned to the meeting at 3:16 p.m.

6.2.4 2025 Operational Review Report Recommendations – Briefing

The Chief Administrative Officer provided context on the report and a summary and implications of each recommendation outlined in the report.

Each Trustee spoke to the report and the following comments and clarifications were noted:

- The lack of corporate planning is a fundamental problem and it is necessary to undertake and focus resource expenditures on specific tasks;
- The lack of clarity and scope of the mandate given by the Province is problematic and a governance review remains necessary;
- The committee meeting structure needs to be overhauled;
- Completion of a feasibility assessment before any new work is directed is critical;
- Clear delegation of work to staff should be undertaken rather than decision makers trying to work out every detail;
- There is need for an overall systems review about how Trust Council communicates and a consensus model of communication was suggested;
- There are considerable budget implications of creating two new senior roles and exploration of potential options, such as contracting consultants instead of creating full-time permanent positions, should be undertaken;
- The Chief Administrative Officer clarified the work of those in the new reconciliation and communications engagement roles would be to

develop a plan on how to do the work and support ongoing implementation;

- The provincial government has directed Islands Trust to advance reconciliation but has not funded the direction; therefore, it is necessary for Islands Trust to provide funding for staff to engage in the work.

Trustee Harris left the meeting at 4:15 p.m.

Discussion on item 6.2.4 was paused to maintain the scheduled start time of item 7.

7. ENGAGEMENT / COLLABORATION

7.1 Delegations

Trustee Campbell left the meeting at 4:38 p.m.

7.1.1 Friends of the Gulf Islands Society

The delegate provided a presentation about growth limits for the Islands Trust Area and highlighted the following:

- The population in the Trust Area has increased 27% between 2016 and 2021 and cannot continue indefinitely without consequences for ecosystems and quality of life;
- Increased water trucking indicates islands may have already exceeded their natural capacity and the ecosystem is overdrawn;
- Build-out studies would reveal what would happen if every lot were developed to its current zoning and subdivision potential;
- In the absence of build-out information it is unknown how the inclusion of floor area ratio in the draft Trust Policy Statement would change the concept of density through allowing multiple dwellings on a property through the distribution of floor area;
- Approving policies to promote and manage growth will result in ecological decline and reduced livability;
- Protecting the resources that Trust Area residents depend on should be enshrined in the Trust Policy Statement.

Trustees noted the draft Trust Policy Statement does not include policies that refer to floor area ratios and Saturna island does not have significant water delivery as stated in the presentation.

Trustee Luckham left the meeting at 4:40 p.m. and returned at 4:47 p.m.

Trustee Stamford left the meeting at 4:50 and returned at 5:00 p.m.

Trustee Boland left the meeting at 4:57 p.m.

7.2 Public Comments

A member of the public spoke to the Lasqueti Island Local Trust Committee's recent decision to change an upcoming local trust committee meeting from in-person to electronic through the resolution without meeting process and asked that Trust Council reinstate the in-person meeting.

Chair Patrick informed the speaker that the topic of their comment was business for the Lasqueti Local Trust Committee and not that of Trust Council.

A member of the public, speaking on behalf of the Board of Directors for Friends of the Gulf Islands Society, spoke to floor area ratios in the draft Trust Policy Statement which would enable several homes to be built on properties previously zoned for one with the argument that it will allow less expensive housing while protecting the environment; however, floor area ratios will not accomplish any of the indicated outcomes and will result in overdevelopment through increased density.

Trustee Harris returned to the meeting at 5:10 p.m.

A member of the public asked if Trustees are aware floor area ratios are in the draft Trust Policy Statement, if the concept was discussed and debated by Trust Council, and if so when, and if not how did the new policy and definition get included.

Chair Patrick indicated the draft Trust Policy Statement speaks to floor area and lot coverage limits for residential development and the term floor area ratio only appears in the document as an example of density in a definition in the glossary.

A member of the public noted the *Islands Trust Act* recognizes the rights of Trust Area residents, establishes a federation governance model, and an obligation for Trust Council and Trust Area Services administration to maintain oversight over local Trust Area jurisdiction and local planning service administration. The draft Trust Policy Statement omits both specific instruction to decision makers as to how to carry out the object and a clear understanding of interpretation of the word environment and they ask Trust Council to include policy language they submitted previously which would address these omissions.

A member of the public spoke to the public engagement process for the draft Trust Policy Statement and noted some community information meetings were postponed due to recent job action; therefore, the engagement period should be extended from February to March, and more than one session should be held on each island to allow as many members of the public to attend as possible.

A member of the public asked if Trust Council is going to extend the public consultation period regarding the Islands Trust Policy Statement for at least the period of time that British Columbia General Employees' Union (BCGEU) members were on strike and if Trust Council would commit to putting the proposed Policy Statement to referendum given that it seeks to transfer governance to unnamed and unaccountable Indigenous governing bodies.

Continuation of discussion on item 6.2.4 followed item 7.2.

6.2.4 2025 Operational Review Report Recommendations – Briefing

The trustee roundtable discussion continued and the following comments were noted:

- When asked, the Chief Administrative Officer noted hiring an engagement and communications lead could be deferred; however, the work that the individual would have done would then also be deferred;
- Some of the issues identified within the Governance Review Report have been looked at within the context of the recommendations within the Operational Review Report which will create a basis for next steps in addressing some of these issues.

Continued discussion on item 6.2.4 was paused to Wednesday, December 3.

The meeting was recessed for the day at 5:25 p.m.

WEDNESDAY, DECEMBER 3

Chair Patrick reconvened the meeting at 9:00 a.m.

Trustee Middleton arrived to the meeting at 9:00 a.m.

8. CLOSED MEETING

TC-2025-123

It was MOVED by Trustee Peterson, and SECONDED by Trustee Evans, that the meeting be closed to the public subject to Sections 90(1)(c) and (i) of the Community Charter in order to consider matters related to labour relations or other employee relations; the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and, that staff attend the meeting.

CARRIED

The meeting was closed to the public at 9:03 a.m. and reopened at 9:49 a.m.

Trustee Campbell joined the meeting during the closed session at 9:11 a.m.

Trustee Dodds left the meeting at 9:49 a.m. and returned at 9:58 a.m.

9. RISE AND REPORT

Chair Patrick rose and reported adoption of the September, 2025 in-camera meeting minutes.

Continuation of discussion on item 6.2.4 followed item 9.

6.2.4 2025 Operational Review Report Recommendations – Briefing

Discussion continued and the following comments were noted:

- Development of a metric to measure purpose and effectiveness of the organization is needed and these metrics will depend on the priorities set through the development of the corporate plan;
- Hiring two senior staff members increases the budget on an ongoing basis and while there may be opportunity to hire on a temporary basis this creates recruitment challenges.

Trustee Scott joined the meeting at 10:06 a.m.

Discussion ensued on Recommendation 1 of the Operational Review Report and the following comments were noted:

- Discretionary budget items listed in Table 2 were identified as potential budget reductions that would reduce a small portion of staff workload and help fund new positions;
- There are potentially 5.5 new staff positions being suggested based on priority work identified by Trust Council;
- The recommendations will be viewed under the lens of the Budget Assumptions and Principles Guiding Document;
- None of the recommendations have been before the Financial Planning Committee;
- Deferred items would be reconsidered during the next budget cycle and discretionary budget item programs would remain in place but would not be funded during the upcoming fiscal year;
- The Chief Administrative Officer noted the intent for Recommendation 3 was that the incoming Trust Council would develop the Corporate Plan.

The meeting was recessed for a break at 10:31 a.m. and reconvened at 10:47 a.m.

Trustee Lironi left the meeting at 10:31 a.m. and returned at 10:54 a.m.

The Director of Financial and Employee Services noted updated budget figures reflecting decisions of Trust Council to fund additional Trust Council meetings in-person, and potential support of all of the recommendations and proposed reductions in the Operational Review Report would result in a potential tax increase for Local Trust Areas of approximately 13.8% and 38% for Bowen Island Municipality.

TC-2025-124

It was MOVED by Trustee Luckham, and SECONDED by Trustee Allen,
that Trust Council adopt all recommendations in the Islands Trust 2025 Operational Review Report, as presented.

TC-2025-125

It was MOVED by Trustee Scott, and SECONDED by Trustee Gedye,
that Trust Council table the motion on the floor.

DEFEATED

The question on the following motion was then called.

that Trust Council adopt all recommendations in the Islands Trust 2025 Operational Review Report, as presented.

CARRIED

It was determined not to bring item 5.1 resolution TC-2025-111 back to the table.

10. LEGISLATIVE & INFORMATION SERVICES

10.1 Consent Agenda Items

10.1.1 Director of Legislative and Information Services Quarterly Report

Receive for information.

The Director of Legislative and Information Services confirmed the Ombudsperson's report about open meetings could be sent to the Governance Committee for information and provided a verbal summary on the update to closed meetings legislation which will allow a meeting to go in-camera for a discussion about First Nations interests that a Nation might consider confidential in nature.

By general consent Islands Trust Council adopted the recommendation as presented in item 10.1.1.

10.2 Discussion / Decision Items

10.2.1 Notice of Motion from Previous Meeting

10.2.1.1 Policy on the Use of Generative Artificial Intelligence in the Islands Trust Workplace - Request for Decision

Trustees Borthwick and Elliott noted that should the motions create new work they might not be appropriate at this time due to Trust Council's acceptance of the Operational Review recommendations. The Chief Administrative Officer indicated that addressing the use of artificial intelligence will likely be contemplated as part of the Information Management and Technology Five-Year Plan.

10.2.2 Election - Governance Committee

There is one vacancy on the Governance Committee, for which nominations and an election (if required) will be held.

The Director of Legislative and Information Services summarized the election process and noted the policy does not require the position be filled.

Committee Chair Gedye thanked Trustee Middleton for his work on the Governance Committee.

The Director of Legislative and Information Services asked if there were any nominations from the floor.

Trustee Peterson nominated Trustee Gauvreau, and Trustee Gauvreau agreed to be nominated.

TC-2025-126

It was MOVED by Trustee Peterson, and SECONDED by Trustee Maude,

that Trustee Gauvreau be nominated to the Governance Committee.

CARRIED

The Director of Legislative and Information Services asked a second time if there were any nominations from the floor.

The Director of Legislative and Information Services asked a third time if there were any nominations from the floor.

Hearing no further nominations the Director of Legislative and Information Services stated Trustee Gauvreau was elected to the Governance Committee by acclamation.

11. FINANCIAL AND EMPLOYEE SERVICES

11.1 Consent Agenda Items

11.1.1 Director of Financial and Employee Services Quarterly Report

Receive for information.

11.1.2 September 30, 2025 Financial Report - Request for Decision

THAT Trust Council approve the September 30, 2025 Financial Report.

11.1.3 Response to Financial Planning Committee Resolution: 2026/27 Islands Trust Conservancy Budget Request - Briefing

Receive for information.

By general consent Islands Trust Council adopted the recommendation as presented in items 11.1.1, 11.1.2 and 11.1.3.

11.2 Discussion / Decision Items

11.2.1 Committee of the Whole Meeting Re: Draft 2026/27 Budget - Request for Decision

TC-2025-127

It was MOVED by Trustee Peterson, and SECONDED by Trustee Evans,

that Trust Council schedule an electronic Committee of the Whole meeting on February 18, 2026 from 1:00 p.m. to 5:00 p.m. to review the final draft of the 2026/27 budget prior to Trust Council's budget approval in March 2026.

CARRIED

11.2.2 Draft Budget for FY 2026/27

11.2.2.1 Budget Overview – Briefing

The Director of Financial and Employee Services outlined areas of reduced revenue for the next fiscal period, summarized areas of largest expenditure, and noted the costs associated with an election year. The discrepancy between the percentage increase in planned spending and the percentage increase in taxation was explained as being due to the loss of significant revenue sources including grant revenue, reductions in the draws from surplus and reserve funds, and reductions in investment income returns.

The Directors of Financial and Employee Services, Trust Area Services, and Legislative and Information Services, and the Chief Administrative Officer spoke to budget implications should new staffing positions not be funded, the budget line item for laptops, the feasibility of combining Islands Trust and Islands Trust Conservancy staffing needs, the proposed new staff roles and need for them, and the reporting relationship of the new positions of Islands Trust Conservancy Indigenous Relations Advisor and Islands Trust Indigenous Relations Manager,

The Director of Trust Area Services confirmed that revisions to the business case for the Senior Policy Advisor position could be made to provide clearer details on the work they would do related to the five-year plan and this information would be provided at the March Trust Council meeting.

Islands Trust Conservancy Manager and Ministerially Appointed Islands Trust Conservancy Board Member spoke in support of Trust Council endorsing budget for a dedicated staff position of Indigenous Relations Advisor noting that developing a five-year plan is the result of provincially regulated direction and the five-year plan that was submitted previously was rejected by the Minister stating insufficient First Nations engagement had been undertaken.

Trustees Lironi and Borthwick left the meeting at 11:43 a.m. and returned at 11:49 a.m.

Trustee Harris left the meeting at 11:56 a.m.

The meeting was recessed for a break at 12:03 p.m. and reconvened at 1:00 p.m.

11.2.2.2 2026/27 Budget Guidelines Assessment

11.2.2.3 Funding Requests

11.2.2.3.1 Trust Council Programs

11.2.2.3.1.1 Secretariat Services – Business Case

Funding for this program was eliminated for this budget cycle as per the approved Operational Review recommendations. Discussion ensued regarding the importance of the funding to the organizations.

TC-2025-128

**It was MOVED by Trustee Peterson, and
SECONDED by Trustee Yates,**

that the Secretariat Service Program be funded to the amount of \$8000 for the 2026/27 budget.

DEFEATED

11.2.2.3.1.2 Climate Education Program – Business Case

Funding for this program was eliminated for this budget cycle as per the approved Operational Review recommendations.

11.2.2.3.2 Strategic Plan Projects

11.2.2.3.2.1 Policy Statement Amendment Project

11.2.2.3.2.2 Policy Review – Continuation from FY26

11.2.2.3.2.3 Freshwater Sustainability Strategy Review and Implementation

It was clarified the program requires a review and implementation plan and is fundamental to all of the Official Community Plan and Housing Review projects.

TC-2025-129

It was MOVED by Trustee Gedye and SECONDED by Trustee Mabberley,

to split the Freshwater Sustainability Strategy Review and Implementation business plan and support the first section (review) and defer the implementation plan.

CARRIED

11.2.2.3.3 ITC Board Projects

It was confirmed that the Opportunity Fund cannot be used for First Nations capacity funding or administrative costs, nor can the interest that may be gained through investing the fund.

Trustees Campbell and Dodds left the meeting at 2:25 p.m.

Trustee Bernardo left the meeting at 2:29 p.m.

11.2.2.3.3.1 ITC Five-Year Plan: First Nations Engagement Project

11.2.2.3.3.2 Protected Area Management Software Project

11.2.2.3.4 Local Trust Committee Projects

11.2.2.3.4.1 Denman: Housing Review (for OCP and LUB Amendments), Stage 2 - Phase 2 Project (Year 4 of 4)

11.2.2.3.4.2 Gabriola: OCP and LUB Review, Major Project (Year 4 of 5)

11.2.2.3.4.3 Gambier: OCP and LUB Amendments Implementation Project - Final Phase

Trustee Dodds returned to the meeting at 2:33 p.m.

11.2.2.3.4.4 Hornby: Comprehensive OCP and LUB Review Project

11.2.2.3.4.5 Lasqueti: OCP Review, Major Project (Year 1 of 3)

It was clarified that the project is not new, has been ongoing, and changed from a minor project to a major project.

11.2.2.3.4.6 Salt Spring: Major Amendment to OCP and LUB

11.2.2.3.4.7 Salt Spring: Watershed Protection Plan 2022-2032 Coordination (SSIWPA)

Funding for this program was eliminated for this budget cycle as per the approved Operational Review recommendations.

Trustee Campbell returned to the meeting at 2:40 p.m.

Trustee Stamford left the meeting at 2:43 p.m.

TC-2025-130

It was MOVED by Trustee Patrick, and SECONDED by Trustee Maude,

that Trust Council request staff to prepare a bylaw to rescind Bylaw 154 should staff be unable to resource the coordination of the Salt Spring Watershed Protection Plan in the 2026/27 budget.

CARRIED

TC-2025-131

It was MOVED by Trustee Patrick, and SECONDED by Trustee Peterson,

that Trust Council request staff to retain all unspent special tax requisition funds in the special reserve until a project is brought forward to coordinate Actions 16–19 of the *Salt Spring Island Watershed Protection Plan (2023-2032)*.

CARRIED

11.2.2.3.4.8 Salt Spring: Groundwater Sustainability (Well-Monitoring)

Funding for this program was eliminated for this budget cycle as per the approved Operational Review recommendations.

Trustee Harris returned to the meeting at 2:50 p.m.

Trustee Scott left the meeting at 2:51 p.m.

11.2.2.3.4.9 Planning Services: Projects Feasibility Assessment – Briefing

It was suggested that criteria be established on how minor projects are advanced and evaluated and the Director of Planning Services clarified this work is being looked at.

11.2.2.3.5 Operational Projects

11.2.2.3.5.1 TC Onboarding Training - Business Case

11.2.2.3.5.2 Trustee Laptops - Business Case

11.2.2.3.5.3 Accessibility Plan Development - Business Case

11.2.2.3.6 Staffing Requests

Discussion ensued regarding the proposed staff positions in relation to the Operational Review discussion.

11.2.2.3.6.1 Registered Professional Biologist 1.0FTE - Make Permanent

A request for a report highlighting the work of the temporary Biologist in the past year, and work that would be undertaken in future was made and the Director of Planning Services indicated a report would be going to Regional Planning Committee.

Trustee Dodds left the meeting at 3:22 p.m.

TC-2025-132

**It was MOVED by Trustee Borthwick, and
SECONDED by Trustee Allen,**

that Trust Council not fund the fulltime hiring
of a permanent Biologist.

CARRIED

Trustee Boland left the meeting at 3:29 p.m.

The meeting was recessed for a break at 3:29 p.m. and was reconvened at 3:45 p.m.

11.2.2.3.6.2 Temporary Senior Policy Advisor 1.0FTE – Extension

11.2.2.3.6.3 Permanent GIS Analyst 1.0FTE – New

TC-2025-133

**It was MOVED by Trustee Evans, and
SECONDED by Trustee Allen,**

that the permanent Geographical Information System (GIS) Analyst position be deferred for one year.

CARRIED

Trustee Stamford left the meeting at 4:05 p.m.

Discussion on item 11.2.2.3 was deferred to maintain the scheduled start time of item 13.

13. SHORT TERM RENTAL ACT DISCUSSION

Hannah Rabinovitch, Director of the BC Housing Policy Branch provided a presentation about opting-in to the principal residence requirements of the *Short-Term Rental Act* and highlighted the following:

- The *Short-Term Rental Accommodations Act* objectives intend to strengthen local government tools to enforce short-term rental bylaws, return short-term rental units to housing stock, and establish provincial oversight to short-term rentals;
- The principal residence requirement limits short-term rentals to the usual place where an individual makes their home and does not apply to smaller municipalities, designated resort municipalities, ski resorts, electoral areas, Local Trust Areas, or farmland; however, many of these areas have since opted in;
- Exemptions include First Nations lands, hotels, motels, hostels, temporary shelters, and campgrounds;
- Compliance tools include registration requirements, platform led enforcement, tip-based complaints, and the compliance and enforcement unit;
- A local trust committee can opt-in to the regulation before March 31, 2026 with the resulting changes would come into effect November 1, 2026;
- Considerations for opting in include reviewing local bylaws for consistency with the program, undertaking community engagement, understanding the make up of resident versus non-resident property owners and preference for local or provincial enforcement.

The Bylaw Compliance and Enforcement Manager spoke to the following:

- The Bylaw Compliance and Enforcement team accesses the provincial data portal to review advertisements and enforce as dictated by Trust Council or local trust committee policies;
- Many properties within local Trust Areas that have opted in have been assigned to regional districts and that information is not available until corrected;
- Regardless of whether or not a jurisdiction has opted into the principal residency requirements they must be registered and comply with local bylaws.

Salt Spring Island, Gabriola Island, and Bowen Island Municipality have opted into the program and trustees from these areas spoke to their experience to date and noted generally positive feedback and outcomes.

Trustee Campbell left the meeting at 4:47 p.m.

A question and discussion period followed the presentations and the following comments were noted:

- There are 100 platforms on the provincial data portal which is a fraction of the number of rental platforms;
- Farm land is exempt as there are already regulations related to agri-tourism and farm operators;
- Multiple families co-owning a property that use the property on a fractional basis fall under the fractional exemption;
- Bed and Breakfast operators fall in the scope of short-term rentals and, from the provincial perspective, provided the property owner lives on site they would comply with the principal residency;
- Small outer lying islands located within a Local Trust Area can not be exempt if the main island opts in;
- The annual provincial registry fee is \$100 for principal residence and \$400 for a commercial operation or one with an offsite host.

Trustee Scott joined the meeting at 5:09 p.m.

Discussion on item 11.2.2.6.4 resumed following the item 13.

11.2.2.3.6.4 Permanent ITC Indigenous Relations Advisor 0.5 FTE – New

11.2.2.3.6.5 Temporary Species at Risk Coordinator – Extension

11.2.2.3.6.6 GIS Co-op Student (Level 1) 0.3FTE

11.2.2.3.6.7 Planning Services Co-op Student 0.3FTE

11.2.2.3.7 Other Funding Request Reports

11.2.2.3.7.1 ITC Board Budget Request - Briefing

11.2.2.3.7.2 EC Budget Request – Briefing

11.2.2.4 Operating Budgets Increase Justifications

11.2.2.4.1 TC Dedicated Chair Travel Budget Justification Form

11.2.2.4.2 EC Operating Increases Justification Form – UBCM/AVICC

11.2.2.4.3 TAS Operating Budget Increase Justification Form

11.2.2.4.4 FES Operating Increases Justification Form

11.2.2.4.5 Information Services Operating Increase Justification Form

Trustee Scott left the meeting at 5:27 p.m.

11.2.2.4.6 Planning Services Operating Budget Training Increase Justification Form

11.2.2.4.7 Planning Services Operating Budget Contractor Increase Justification Form

Trustee Borthwick left the meeting at 5:34 p.m.

11.2.2.4.8 ITC Land Securement and Conservation Planning Increase Justification

11.2.2.4.9 ITC Protected Areas Management Operations and Planning Increase Justification

The meeting was recessed for the day at 5:47 p.m.

THURSDAY, DECEMBER 4

Chair Patrick reconvened the meeting at 9:00 a.m.

The agenda was reordered and item 11.2.2.5 was discussed first

11.2.2.5 Unfunded Requests

11.2.2.5.1 Trust Area Resilience Assessment Initiative - Briefing

Financial Planning Committee recommends to Trust Council that work on the Trust Area Resilience Assessment Initiative project not be funded in 2026/27, unless a grant is secured.

11.2.2.5.2 Electronic Document Management Solution - Business Case

Financial Planning Committee recommends to Trust Council that work on the Electronic Document Management project not be funded for the 2026/27 budget.

11.2.2.5.3 Galiano: Targeted OCP Review Project

Funding for this project is not included in the draft budget, at the direction of Financial Planning Committee.

The Director of Trust Area Services noted Trust Council approved a project charter for engagement on the budget and Trust wide advertising to seek input by email from the public would cost \$1500 and would commence in the new year with results provided to Trust Council at the March meeting.

Discussion ensued regarding the value and process of public consultation on budget decisions and the importance of providing effective messaging.

Trustee Scott joined the meeting at 9:14 a.m.

Trustee Allen joined the meeting at 9:22 a.m.

TC-2025-134

It was MOVED by Trustee Fast, and SECONDED by Trustee Yates,

that Trust Council direct Financial Planning Committee not to proceed with public engagement on the upcoming budget year.

CARRIED

There was consideration of using the proposed engagement budget for communications about the budget.

TC-2025-135

It was MOVED by Trustee Evans, and SECONDED by Trustee Borthwick,

that Trust Council request Executive Committee to allocate \$1500 to communications explaining the draft 2026/27 budget.

CARRIED

Discussion on item 11.2.2.5 was paused to maintain the scheduled start time of items 15 and 16.

15. SAN JUAN COUNTY - ISLANDS TRUST - JOINT SESSION

Chair Patrick introduced San Juan County Council Chair Kari McVeigh, Council Members Justin Paulsen and Jane Fuller. Trustees introduced themselves.

Discussion ensued on three priority topics and the following comments were noted:

Anacortes to Sidney ferry services:

- The ferry service is in a difficult position due to staffing issues and vessel conditions and is operating on limited routes;
- The San Juan region is not operating at full domestic service, Washington State Ferries has indicated they will not look at the international route until domestic routes are fully operational and have projected 2030 as a return target; however, the Ferry Advisory Commission continues to advocate for the return of the Anacortes to Sidney service as there is a significant positive economic impact to the communities that benefit from the service;
- There have been discussions with private providers to provide a passenger service until full vehicle service is available and Washington State Ferries have done studies on providing passenger only ferry service and have little interest in providing the service;
- There are border challenges entering and re-entering the United States;
- There may be opportunity to advocate for conversations to occur at the provincial and state level regarding the economic loss realized in Friday Harbour, Anacortes, and Sidney;
- Several trustees attended a meeting of a coalition of ferry dependent communities organized by the Mayor of Bowen Island and attendees continue to work together to address issues through various stakeholders;
- San Juan County Council would support a working group with members of Trust Council.

Trustee Allen left the meeting at 9:45 a.m.

Trustee Scott left the meeting at 10:35 a.m.

The meeting was recessed for a break at 10:34 a.m. and reconvened at 10:45 a.m.

Joint areas of environmental concerns - emergency response tow vessels and spill response vessels:

- A study has been done looking at Sidney Harbour and Roshe Harbour and there is possibility to contact the writer of the study to find out if an update can be done to determine if there are any options for a vessel to be located near Turn Point;
- Island Oil Spill Association staged a drill in which a large spill was targeted to enter San Juan waters and response organizations do not have local knowledge that would be valuable for spill responders;
- The Oceans Protection Plan is federally funded plan which provides grant funding.

FIFA impact on local tourism and economy:

- San Juan County anticipates increased mega yacht traffic and sailing vessels travelling through and anchoring off the islands;
- Washington State is engaged in discussions with local jurisdictions regarding cross border vessel traffic travelling between the Vancouver and Seattle to watch games;
- All ferry systems are under stress, significantly increased traffic for an event will affect regular commerce, and there is need to prioritize local access and goods transport;
- There are anticipated difficulties with entering the United States ports of entry;
- There might be impact to Trust Council in-person meeting in June regarding securing hotel accommodations or the price;
- There will be an uptick in illegal activity of short-term vacation rentals.

Trustee Stamford left the meeting at 11:25 a.m.

Regional collaboration:

- Areas of collaboration include ferry service, emergency vessel response, and impacts of the Fédération Internationale de Football Association (FIFA); however, FIFA will occur regardless, reinstatement of ferry service is a multi governmental level issue, and the environmental impact of oil spills is critical;
- There is interest in establishing a trustee working group to begin conversations, use minimal resources, and bring information back to Trust Council;
- Cross border advocacy for joint marine response might create pressure on organizations such as West Coast Marine Response.

TC-2025-136

It was MOVED by Trustee Luckham, and SECONDED by Trustee Hunter,
that Chair Patrick work with the chair of San Juan County Council to establish a political working group regarding oil spill response.

CARRIED

Trustees Harris, Hunter, and Falck left the meeting at 12:00 p.m.

The meeting was recessed for a break at 12:00 p.m. and reconvened at 12:30 p.m.

16. ISLANDS TRUST ANNUAL AWARDS

The Chief Administrative Officer presented Bylaw Compliance and Enforcement Manager Warren Dingman the Champion Award, Regional Planning Manager Robert Kojima the Legacy Award, and Union of BC Municipalities Long Service Awards to Trustees Luckham and Dodds.

Discussion on item 11.2.2 continued following item 16.

Trustee Allen returned to the meeting at 12:36

11.2.2 Draft Budget for FY 2026/27

Based on budget decisions made at the table, the Director of Financial and Employee Services provided an estimated range of the dollar amount of the currently estimated tax increase of 11.8% would translate to \$50 to \$60 per average valued household within the Trust Area and \$65 to \$75 within Bowen Island Municipality. The Director reiterated the range is not based on current BC Assessment data which will not be available until January.

Trustee Borthwick spoke to the intent of motion he will be making and asked Trust Council to determine a threshold and provide clear direction to staff and Financial Planning Committee to do the work to the best of their ability to reduce the budget. He then put forward the following motion for discussion.

THAT Trust Council request that the Financial Planning Committee return a budget with a tax increase of no more than 8% (for the general Trust Area), for consideration of the Committee of the Whole meeting on the budget scheduled for February 18th 2026 and provide options to further reduce the draft 2026/27 budget to a 0% general Local Trust Area tax increase.

Trustee Harris returned to the meeting at 12:47

Trustee Dodds left the meeting at 12:52 p.m.

The Director of Financial and Employee Services noted Islands Trust is losing substantial revenue resources which make up 5.5% of the proposed increase and a further 2% of the proposed increase is result of required staff wage increases.

Discussion ensued on the motion put forward and the following comments were recorded:

- Trust Council has adopted the Operational Review recommendations;
- There have been budget cuts made cuts at the table;
- Low budgets have been presented in past years and were achievable due to the use of surplus funds;
- The Islands Trust Conservancy budget requests are significant.

Trustee Falck returned to the meeting at 1:14 p.m.

The Chief Administrative Officer noted the Operational Review was presented on the basis of what Trust Council has identified as priorities and if priorities change the budget would reflect those changes.

TC-2025-137

It was MOVED by Trustee Borthwick, and SECONDED by Trustee Bernardo,

that Trust Council request that the Financial Planning Committee return a budget with a tax increase of no more than 11% (for the general Trust Area), for consideration of the Committee of the Whole meeting on the budget scheduled for February 18th 2026, and provide options for further reductions, and that the draft changes be forwarded to the Islands Trust Conservancy.

DEFEATED

TC-2025-138

It was MOVED by Trustee Elliott, and SECONDED by Trustee Evans,

that Trust Council request the Islands Trust Conservancy Board to re-consider its budget request for 2026-27 in the context of Trust Council adoption of the recommendations in the Islands Trust 2025 Operational Review Report.

CARRIED

12. PLANNING SERVICES

12.1 Consent Agenda Items

12.1.1 Director of Planning Services Quarterly Report

Receive for information.

12.1.2 Salt Spring Island Local Trust Committee Quarterly Work Program Update - Staff Report

Receive for information.

By general consent Islands Trust Council adopted the recommendation as presented in items 12.1.1 and 12.1.2.

12.2.1 Request for Trust Council Sponsorship of Development Application Fee - Request for Decision

Trustee Borthwick provided a summary of the request for the sponsorship and the Director of Planning Services noted there were funds remaining in the sponsorship fund.

TC-2025-139

It was MOVED by Trustee Borthwick, and SECONDED by Trustee Elliott,

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

CARRIED

12.2.2 Response to Bill M216 - Professional Reliance Act - Request For Decision

The Director of Planning Services summarized the Request for Decision.

TC-2025-140

It was MOVED by Trustee Evans, and SECONDED by Trustee Borthwick,

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

CARRIED

The agenda was reordered and item 13 was discussed following item 11.2.2.3.6.3.

14. TRUST AREA SERVICES

14.1 Consent Agenda Items

14.1.1 Director of Trust Area Services Quarterly Report

Receive for information.

By general consent Islands Trust Council adopted the recommendation as presented in item 14.1.1.

14.2 Discussion / Decision Items

14.2.1 Request for Trust Council Sponsorship of Natural Area Protection Tax Exemption Program (NAPTEP) Application Fee - Request for Decision

TC-2025-141

It was MOVED by Trustee Evans, and SECONDED by Trustee Yates, that Trust Council approve financial sponsorship of \$450 for Natural Area Protection Tax Exemption Program (NAPTEP) application PLNAP-20240358, Martin NAPTEP, Salt Spring Island.

CARRIED

14.2.2 Policy Statement Amendment Project (PSAP) – Project Charter and Project Update - Request for Decision

The Director of Trust Area Services noted the amount of increase being requested is comprised of capacity funding for ongoing engagement with Indigenous Governing Bodies in the amount of \$20,000, an additional \$5,000 for legal review, and a reduction to the communications budget by \$3000.

TC-2025-142

It was MOVED by Trustee Fast, and SECONDED by Trustee Elliott, that Islands Trust Council endorse Policy Statement Amendment Project Charter V12.

CARRIED

17. CORRESPONDENCE

17.1 2025-10-17 J Harper - Land Costs

Received for information.

17.2 2025-10-30 Vancouver Island & Coastal Communities (VICC) Climate Leadership Steering Committee - Funding Request

TC-2025-143

It was MOVED by Trustee Fast, and SECONDED by Trustee Luckham, that Islands Trust Council fund the request of the Association of Vancouver Island and Coastal Communities Climate Leadership Steering Committee from the current years budget of \$125.

CARRIED

17.3 2025-11-06 BC Ferries - Letter to Mayor Leonard re: Urgent Call for Consultation and Action

Received for information.

18. TRUSTEE ROUNDTABLE

Due to time constraints a Trustee Roundtable did not occur.

19. DISPOSITION OF DELEGATIONS/PUBLIC COMMENT & CORRESPONDENCE

A Trustee suggested that a response to the delegation regarding confusion about the floor area ratio be provided and it was noted that the delegation information can be received as part of public input on the draft Trust Policy Statement and can be considered during final drafting.

Trustees Harris and Campbell left the meeting at 1:47 p.m.

TC-2025-144

It was MOVED by Trustee Elliott, and SECONDED by Trustee Gauvreau, that Islands Trust Council direct staff to provide a report that explores the concerns raised by the Friends of the Gulf Islands Society in their presentations to Trust Council at the December 2025 quarterly meeting about the use of the term Floor Area Ratio (FAR) in the draft Policy Statement; and offers potential revisions to the proposed definition of “Land Use Density and Intensity” in the draft Policy Statement Glossary of Terms.

DEFEATED

Trustees Gedye and Fast left the meeting at 2:02 p.m.

20. TRUST COUNCIL FOLLOW-UP ACTION LIST

By general consent the follow up action list was approved.

21. TRUSTEE CONFERENCE AND CONVENTION REPORTING

21.1 Union of British Columbia Municipalities Convention 2025

Due to time constraints convention updates were not provided.

22. TRUSTEE UPDATES - Appointed Trustees on External Committees

Written updates received for information only.

- 22.1 Association of Vancouver Island and Coastal Communities Climate Leadership Steering Committee (AVICC-CL)
- 22.2 Atl'ka7tsem/Howe Sound Biosphere Region
- 22.3 Baynes Sound/Lambert Channel Ecosystem Forum
- 22.4 Freighter Anchorages/Oceans Protection Plan (OPP)
- 22.5 Mount Arrowsmith Biosphere Region
- 22.6 Shellfish Aquaculture Management Advisory Committee (SF AMAC) - Trustee Lironi
- 22.7 Southern Gulf Islands Forum
- 22.8 Transportation/Ferry Group
 - 22.8.1 [Letter to BC Ferries re: Experience Card Pre-loading Minimum Cost](#)
 - 22.8.1.1 [BC Ferries Follow-up Correspondence](#)

23. NEXT MEETING

The next Islands Trust Council Quarterly meeting is scheduled to be held in-person in Duncan, March 10-12, 2026.

23.1 Proposed March Trust Council Program

Received for information.

24. ADJOURNMENT

By general consent, the meeting was adjourned at 2:04 p.m.

Laura Patrick, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder