



Trust Programs Committee Agenda

Date: Tuesday, June 23, 2020
Time: 10:00 am - 3:00 pm
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
2.1 Introduction of New Items	
2.2 Approval of Agenda	
3. TOWN HALL AND DELEGATIONS	
3.1 Kim Dunn, WWF-Canada	
Baynes Sound / Lambert Channel Ecosystem Forum	
4. ADOPTION OF MINUTES/COORDINATION	
4.1 Minutes of Meeting	
4.1.1 Trust Programs Committee Draft Minutes of May 22, 2020	3 - 8
4.2 Resolutions Without Meeting	
None	
4.3 Follow Up Action List	9 - 11
5. TRUST COUNCIL BUSINESS	
6. BUSINESS	
6.1 Secretariat Services - RFD	12 - 45
6.2 Policy Statement Amendment Project working groups - RFD	46 - 49
6.3 Climate Engagement - Community Coolkit	50 - 50
7. NEW BUSINESS	
8. CORRESPONDENCE	
8.1 Letter from the Association for Denman Island Marine Stewards re: Funding for Baynes Sound / Lambert Channel Ecosystem Forum	51 - 51

- 9. **WORK PROGRAM**
 - 9.1 **Trust Programs Committee Work Program** 52 - 53
- 10. **CLOSED MEETING**
- 11. **RISE AND REPORT**
- 12. **NEXT MEETING**
- 13. **ADJOURNMENT**

*Approximate time is provided for the convenience of the public only and is subject to change without notice.



Trust Programs Committee Minutes of Regular Meeting

Date: May 22, 2020
Location: Electronic Meeting

Members Present: Deb Morrison, North Pender Island Local Trustee (Chair)
Scott Colbourne, Gabriola Island Local Trustee (Vice Chair)
Paul Brent, Saturna Island Local Trustee
David Critchley, Denman Island Local Trustee
Doug Fenton, Thetis Island Local Trustee
Michael Kaile, Bowen Island Municipal Trustee
Kees Langereis, Gabriola Island Local Trustee
Benjamin McConchie, North Pender Island Local Trustee
Timothy Peterson, Lasqueti Island Local Trustee
Dan Rogers, Gambier Island Local Trustee (EC Rep)
Peter Luckham, Islands Trust Council Chair (ex officio)

Staff Present: Clare Frater, Director, Trust Area Services
Dilani Hippola, Senior Policy Advisor
Lisa Wilcox, Senior Intergovernmental Policy Advisor
Gillian Nicol, Program Coordinator
Robert Barlow, Legislative Services Clerk/Recorder

1. CALL TO ORDER

The meeting was called to order at 11:00 a.m.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

None

2.2 Approval of Agenda

By general consent the agenda was approved.

3. TOWN HALL AND DELEGATIONS

No member of the public presented.

4. ADOPTION OF MINUTES/COORDINATION

4.1 Minutes of Meeting

4.1.1 February 10, 2020

By general consent the Trust Programs Committee Minutes of February 10, 2020, were adopted as presented.

4.2 Resolutions Without Meeting

RWM 2020-01

Provided for information.

4.3 Follow Up Action List

Director Frater reviewed the FUAL.

5. TRUST COUNCIL BUSINESS

5.1 Policy Statement Amendment (Islands 2050) Project Update – Briefing

Director of Trust Area Services (DTAS) Frater indicated that the project is progressing as planned. Staff will provide a report of “What we have heard” to the Executive Committee once reviewed by the Trust Programs Committee; will conduct ongoing engagement with First Nations; and will commence internal policy analysis.

5.2 2019-20 Annual Report - TPC section – RFD

TPC-2020-014

It was MOVED and SECONDED,

that Trust Programs Committee approve the attached text for inclusion in the 2019-2020 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs & Housing.

CARRIED

6. BUSINESS

6.1 Summary of 2011 Policy Statement Amendment Task Force - Presentation

Senior Policy Advisor Hippola provided a presentation of the highlights of the Policy Statement Amendment Task Force Report of 2011 including key recommendations that remain relevant to the current project.

Trustee McConchie joined the meeting at 12:09 p.m.

Chair Morrison noted that she had neglected to acknowledge that the meeting was on the unceded lands and territories of the Coast Salish First Nations who have lived here and continue to live here since time immemorial and corrected that by doing so.

The meeting recessed at 12:30 and reconvened at 1:00 p.m. Trustee Brent left the meeting at 12:30 p.m.

6.2 Integration of UNDRIP into Policy Statement - Briefing

Senior Intergovernmental Policy Advisor Wilcox provided an overview of the briefing.

TPC-2020-015

It was MOVED and SECONDED,
that Trust Programs Committee forward the Island Trust Policy Statement analysis documents, including the 2011 report, and the briefing slides presentation, plus the UNDRIP report, to Trust Council for information.

CARRIED

TPC-2020-016

It was MOVED and SECONDED,
that Trust Programs Committee request staff to provide an interim briefing on First Nation engagement of the Policy Statement Review.

CARRIED

TPC-2020-017

It was MOVED and SECONDED,
that Trust Programs Committee create three working groups around sections three, four, & five of the existing Trust Policy Statement and reconciliation.

DEFEATED

TPC-2020-018

It was MOVED and SECONDED,
that Trust Programs Committee create three working groups around the following lenses: reconciliation, climate change, and affordable housing, within the Trust Policy Statement.

CARRIED

The three working groups are as follows:

Reconciliation: Trustees Colbourne, Fenton, McConchie, and Peterson.

Climate Change: Trustees Fenton, Langereis, and Morrison.

Affordable Housing: Trustees Colbourne, Critchley, Luckham and Rogers.

6.3 Baynes Sound Lambert Channel Forum Update – Briefing

Program Coordinator Nicol presented the briefing.

6.4 Climate Change Data Sets & Performance Indicators Project – Briefing

Senior Policy Advisor Hippola presented the briefing.

Trustee Luckham left the meeting at 2:55 p.m.

6.5 Climate Change Stewardship Education Program – RFD

DTAS Frater spoke to the RFD. Discussion ensued regarding timing and topics of webinars.

TPC-2020-019

It was MOVED and SECONDED,

that Trust Programs Committee request staff to develop a project charter for a water conservation webinar to be delivered in September 2020.

CARRIED

TPC-2020-020

It was MOVED and SECONDED,

that Trust Programs Committee direct staff to develop project charters for eelgrass and ecosystem adaptation webinars for delivery between September and the end of November.

CARRIED

6.6 Service Integration – Briefing

By general consent the Trust Programs Committee deferred this agenda item to the next meeting.

6.7 Secretariat Function – Briefing

By general consent the Trust Programs Committee deferred this agenda item to the next meeting.

6.8 Howe Sound Biosphere Region Initiative request for funding for Howe Sound Community Forum - Late Item

By general consent the Trust Programs Committee deferred this agenda item to the next meeting.

6.9 BC Conservation Foundation request for funding for Coastal Douglas-fir Conservation Partnership (CDFCP) - Late Item

By general consent the Trust Programs Committee deferred this agenda item to the next meeting.

7. NEW BUSINESS

None

8. WORK PROGRAM

8.1 Trust Programs Committee Work Program

DTAS Frater presented the current Work Program.

TPC-2020-021

It was MOVED and SECONDED,

that Trust Programs Committee amend the Top Priorities Report by changing the description of Priority #2 Secretariat Function by ending the sentence at the word "role".

CARRIED

TPC-2020-022

It was MOVED and SECONDED,

that Trust Programs Committee amend the Projects Report by deleting Project #1, Secretariat Function.

CARRIED

TPC-2020-023

It was MOVED and SECONDED,

that Trust Programs Committee direct staff to forward the Work Program as amended to Trust Council.

CARRIED

9. CLOSED MEETING

The meeting was not closed.

10. RISE AND REPORT

None

11. NEXT MEETING

Tuesday, June 23, 2020 - 10:00-3:00

12. ADJOURNMENT

By general consent the meeting adjourned at 4:00 pm.

Deb Morrison, Chair

Certified Correct

Robert Barlow, Legislative Services Clerk/Recorder



Follow Up Action Report

Trust Programs Committee

29-Feb-2016

Activity	Responsibility	Dates	Status
1 Implement Crown Land Protocol project charter V2, circulate past RFD to TPC members, keep charter on future agendas until project is complete and consider inventory of current referrals, if it helps demonstrate the need for updating the letter of understanding.	Clare Frater	Target: 05-Nov-2020	In Progress

20-Aug-2018

Activity	Responsibility	Dates	Status
1 that the impact of the Ministry of Transportation and Infrastructure road standards agreement on village roadscape be examined as a potential pilot project or case study.	David Marlor	Target: 05-Nov-2020	In Progress

06-Nov-2019

Activity	Responsibility	Dates	Status
1 that Trust Programs Committee request that staff work with the Fraser Basin Council to identify opportunities for coordination in the delivery of secretariat services in the Islands Trust Area.	Clare Frater	Target: 13-Aug-2020	In Progress

10-Feb-2020

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Trust Programs Committee

10-Feb-2020

Activity	Responsibility	Dates	Status
1 Staff to review the provisions for closing a meeting to the public where negotiations with First Nations are concerned, and including review of the appropriate wording for closing a public meeting in such circumstances.	Clare Frater	Target: 13-Aug-2020	In Progress

11-Mar-2020

Activity	Responsibility	Dates	Status
1 TC requests that TPC reconsider the Community Stewardship Award Policy section on eligibility with regards to open bylaw enforcement files and return the RFD to Trust Council.	Clare Frater	Target: 13-Aug-2020	In Progress

22-May-2020

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Trust Programs Committee

22-May-2020

Activity	Responsibility	Dates	Status
1 that Trust Programs Committee create three working groups around the following lenses: reconciliation, climate change, and affordable housing, within the Trust Policy Statement. The three working groups are as follows: Reconciliation: Trustees Colbourne, Fenton, McConchie, and Peterson. Climate Change: Trustees Fenton, Langereis, and Morrison. Affordable Housing: Trustees Colbourne, Critchley, Luckham and Rogers.	Clare Frater	Target: 23-Jun-2020	In Progress
2 that Trust Programs Committee request staff to develop a project charter for a water conservation webinar to be delivered in September 2020.	Clare Frater Gillian Nicol	Target: 13-Aug-2020	In Progress
3 that Trust Programs Committee direct staff to develop project charters for eelgrass and ecosystem adaptation webinars for delivery between September and the end of November.	Clare Frater Gillian Nicol	Target: 13-Aug-2020	In Progress



REQUEST FOR DECISION

To: Trust Programs Committee **For the Meeting of:** June 23, 2020
From: Trust Area Services **Date Prepared:** June 16, 2020
SUBJECT: Secretariat Services to Regional Forums

RECOMMENDATION:

That Trust Programs Committee allocate \$X,XXX to support the coordination of the XXX.

That Trust Programs Committee recommend to Trust Council that Trust Council request staff to draft a policy to guide provision of a secretariat role to forums within the Trust Area.

TRUST AREA SERVICES COMMENTS: The Islands Trust has not yet developed policy guidance regarding the relatively new secretariat support program. The Islands Trust Act mandates the Trust with preserving and protecting 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 secretariat role is intended to be in support of the coordination function mandated in the Act. The Trust does not have the ability to provide grants-in-aid, with the exception of grants for history and heritage, which is guided by the [Trust Council History, Heritage and Conservation Grants In Aid](#) policy (2.1.14).

1 PURPOSE: To provide Trust Programs Committee with background information and regarding existing requests for secretariat support for regional forums in the Island Trust Area.

2 BACKGROUND: There are a number of coordinating bodies operating in the Trust Area, largely supported by volunteer or in-kind staff effort. These bodies bring together different level of government, First Nations and community members on a regular basis to discuss matters of mutual interest/concern.

Over the years, coordinating bodies and trustees have raised concern regarding the lack of funding for the administrative needs (e.g. meeting logistics, agenda preparation, minutes, facilitation, website hosting/posting, shared document drive) for some of the coordinating bodies and/or concern about the sustainability of relying on volunteer and side-of-the-desk coordinators.

In June 2018, Trustee Stamford brought a request for decision to the Islands Trust Council and, in response, Trust Council passed the following resolution:

That 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.

Trust Programs Committee support to forums can be via staff support through contribution of staff time, financial support, or a combination of the two.

In December 2019, Trust Council adopted the 2018-2022 Strategic Plan with Strategy #21: Provide a secretariat role to forums within the Trust Area.

In November 2019, the Trust Programs Committee requested that staff work with the Fraser Basin Council to identify opportunities for coordination in the delivery of secretariat services in the Islands Trust Area. This work has not advanced in a meaningful way but staff will continue to reach out.

On April 20, 2020, Trust Council adopted a budget with \$12,000 for 2020/21 for secretariat services as proposed in a business case from Trust Programs Committee. Trust Programs Committee had previously allocated \$5,000 for the Baynes Sound Lambert Channel Ecosystem Forum for their May 29th meeting, but only \$1,500.00 was spent due to the meeting being held electronically instead of in-person due to COVID- 19 conditions.

There are four organizations who have requested financial support.

Organization	Administration Requests	Funding Request
Bayne Sound Lambert Channel Ecosystem Forum	Support with grant administration and organizing the upcoming fall forum.	\$3,500.00
Coastal Douglas-fir Conservation Partnership	None at this time.	\$5,000.00
Howe Sound Community Forum (the Forum) and related committee work	None at this time.	\$3,800.00
Southern Gulf Island	None at this time.	\$5,000.00

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Staff estimate that providing support to help organize forums and meetings, as well as providing additional resources could take up three weeks a year of the Program Coordinator's time (5 - 40 hours per forum, or 105 hours spread out among the coordinating bodies). Along with sixteen hours of the Communications Specialist's time to help communicate the function and provide some communication assistance to coordinating bodies.

Drafting an RFD for Trust Council will take up to four hours of staff time.

FINANCIAL: In the 2020/21 fiscal year, Trust Programs Committee has \$12,000 to spend on secretariat services. To date, \$5,000 was provided to Bayne Sound Lambert Channel Ecosystem Forum for their May 29th meeting, but only \$1,500.00 was spent due to Covid 19 conditions.

In fall 2020, Trust Programs Committee will need to consider the amount it wishes to request for the secretariat role for 2021/22.

POLICY: N/A

IMPLEMENTATION/COMMUNICATIONS: Information about secretariat support for coordinating bodies will be included in a news release, Islands Trust social media accounts, and on the new Islands Trust website.

Staff will draft a policy for Trust Council consideration in December 2020.

FIRST NATIONS: Trust Programs Committee is encouraged to prioritize support for coordinating bodies that are guided by the principles of inclusion and diversity and are informed by Indigenous, Métis, and/or Inuit understanding in keeping with the Islands Trust's Reconciliation Declaration and its commitment to the United Nations Declaration on the Rights of Indigenous Peoples.

This concept could be included in a Trust Council policy to guide the secretariat role.

OTHER: N/A

4 RELEVANT POLICY(S): N/A

5 ATTACHMENT(S):

- Bayne Sound Lambert Channel - Letter of Interest
- Bayne Sound Lambert Channel – May 29th, 2020 – Forum report
- Coastal Douglas-fir Conservation Partnership – Letter of Interest
- Howe Sound Community Forum (the Forum) and related committee work – Letter of Interest
- Southern Gulf Islands Secretariat – Letter of Interest

RESPONSE OPTION

Recommendation:

That Trust Programs Committee allocate \$X,XXX to support the coordination of the XXX.

That Trust Programs Committee recommend to Trust Council that Trust Council request staff to draft a policy to guide provision of a secretariat role to forums within the Trust Area.

Prepared By: Gillian Nicol, Program Coordinator
Lisa Wilcox, Senior Intergovernmental Policy Advisor

Reviewed By/Date: Clare Frater, Director of Trust Area Services/June 15, 2020

Programs Committee
Islands Trust
June 23 2020

Dorrie Woodward
Chair
Association for Denman Island Marine Stewards

Re: Funding for Baynes Sound / Lambert Channel Ecosystem Forum

Dear Programs Committee Members;

Over the last two years, your committee has successfully nurtured this Ecosystem Forum through its critical formative stages. Together with World Wildlife Fund, the Islands Trust has supported this initiative, which brings together over thirty stakeholder groups including four levels of government, First Nations, industry and conservation groups. These stakeholders have deepened their understanding of the issues, identified common ground and begun to work together for the benefit of this key marine ecosystem.

Both organizations contributed funds for Forum gatherings and staff time.

Now the Forum is transitioning towards independence: it is completing its terms of reference and formalizing its structure, and has applied for funding outside of IT and WWF to help cover expenses for the coming year.

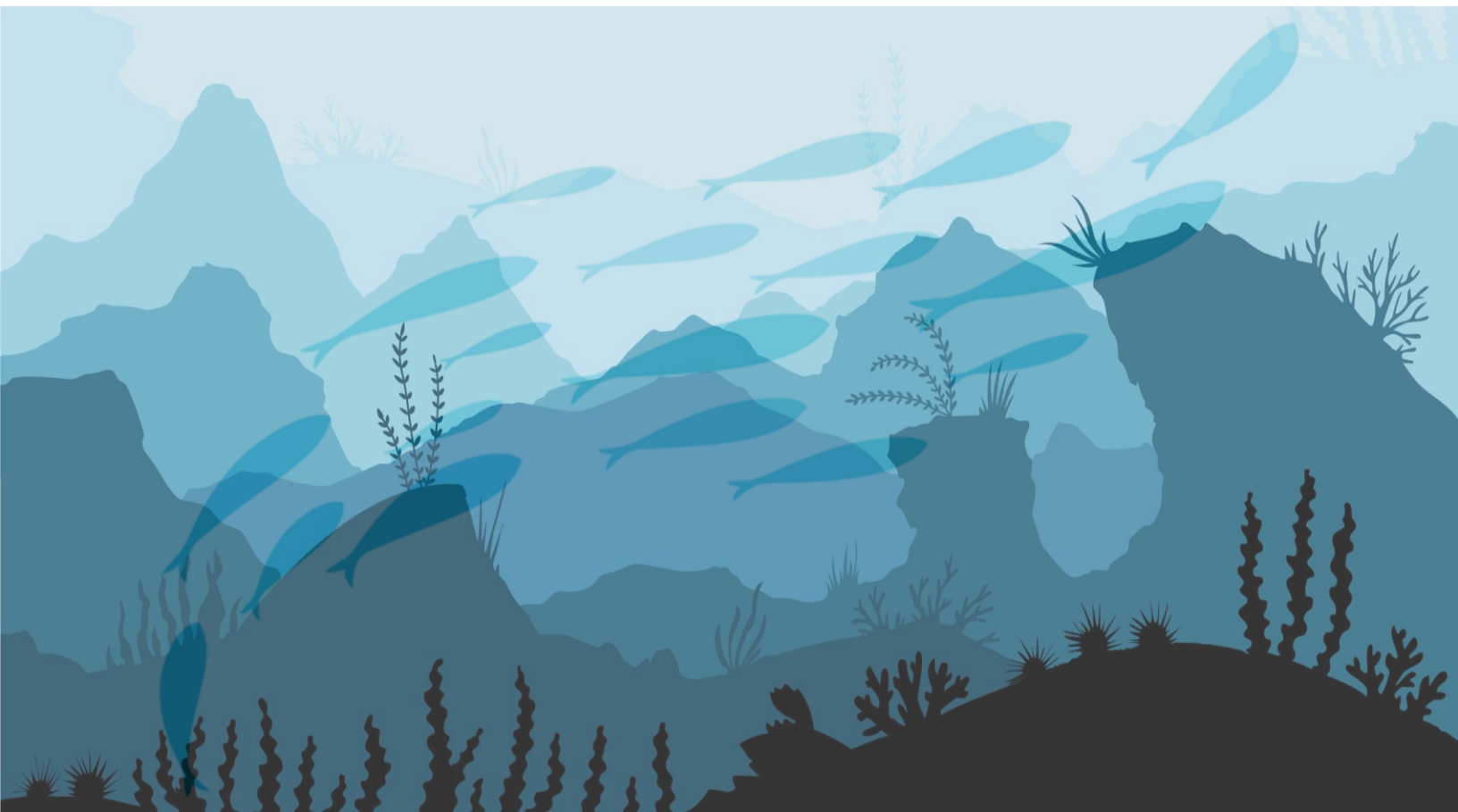
WWF funding will end this month of June, which will be a loss. Forum members, like Vancouver Island University, are willing to make in-kind contributions to reduce the expenses of Forum gatherings.

Like many other stakeholders, the Association for Denman Island Marine Stewards believes that this Forum could be the means of achieving a coherent approach for protecting this key ecosystem. When it supports these broad based dialogues, the Islands Trust creates the opportunity to strengthen its influence, amplify its values of preserve, and protect.

We ask that the Trust Programs Committee continue to support and fund the Ecosystem Forum through this transitional year and assure a positive outcome for its earlier commitments.

Sincerely,

Dorrie Woodward
Chair
Association for Denman Island Marine Stewards



Baynes Sound / Lambert Channel Ecosystem Forum | May 2020

Summary Report

*Prepared by Kim Dunn (WWF-Canada) and Jessie Hemphill (Alderhill Planning Inc.)
for Islands Trust & World Wildlife Fund Canada*



Islands Trust



WWF

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Overview

On May 29, 2020, Baynes Sound / Lambert Channel Ecosystem Forum was jointly hosted by Islands Trust and World Wildlife Fund Canada online as a result of the COVID-19 pandemic. More than twenty-five participants attended, representing First Nations, federal, provincial, and local governments as well as conservation groups, industry representatives, and others with an interest in the Baynes Sound / Lambert Channel area. A list of participants can be found in Appendix A.

Building on previous events, including the Spring 2018, Spring 2019 and Autumn 2019 Baynes Sound / Lambert Channel Ecosystem Forum, objectives for the 2020 Forum were to:

- Create an opportunity for collaborative dialogue amongst the diverse interests in the Baynes Sound / Lambert Channel ecosystem
- Share knowledge and experience that can inform solutions, and
- Identify next steps for ongoing collaborative actions and processes to support the health of the Baynes Sound / Lambert Channel ecosystem

Working groups formed in previous events were also tasked with reporting on their progress. Representatives from two of the working groups (*alternative practices for shellfish aquaculture* and *governance*) shared updates on their progress. There was also an ad hoc presentation by Daniel Arbour, Electoral Area A Director and Board Member for the Association of Vancouver Island and Coastal Communities. The rest of the forum focused on drafting a vision statement, based on work already completed by the governance committee, and discussing potential sources of financial and administrative support for the Forum.

At the end of this report the section on Next Steps describes the process for developing the Terms of Reference in advance of the Fall 2020 forum, as well as other next steps related to two proposals (to Planh for a \$15,000 grant and one to Islands Trust for secretarial support for the Forum) and notice of the planned Herring Fest.

Please contact Gillian Nicol (gnicol@islandstrust.ca) if you have questions or comments about this report.

Introduction

Acknowledgement

Islands Trust acknowledges that the participants from the Bayne Sound Lambert Channel Ecosystem Forum gathered digitally from many places in Coast Salish territory, as well as Indigenous, Métis, and Inuit communities across BC and Canada. We expressly thank the host communities of Kómoks, Qualicum, Snaw-naw-as and Tla'amin. Along with our participants gathering from the treaty and traditional territories of BOKÉCEN (Pauquachin), Cowichan, Halalt, Homalco, Kómoks, Klahoose, Ts'uubaa-asatx (Lake Cowichan), Lək'wəŋən (SXIMELEL (Esquimalt), Songhees, TSou-ke), Lyackson, MÁLEXEL (Malahat), Penelakut, Qualicum, Scianew (Beecher Bay), səliłwətaʔ/seiʔilwutlh (Tsleil-Waututh), SEMYOME (Semiahmoo), Shíshálh (Sechelt), Snaw-naw-as (Nanoose), Snuneymuxw (Nanaimo), Skwxwú7mesh (Squamish), SÁUTW (Tsawout), Stzuminus (Chemainus), Tlaamin, Tsawwassen, We Wai Kai (Cape Mudge), Wei Wai Kum (Campbell River), WJOŁŁP (Tsartlip), WSIKEM (Tseycum), and xʷməθkʷəy̓əm (Musqueam).

Purpose

This report is intended to provide background information and a summary of discussion from the Baynes Sound / Lambert Channel (BS/LC) Ecosystem Forum held on May 29, 2020. Please note that this is a summary of the discussions and that formal consensus was not sought for each point, though there was general agreement within discussions.

The objectives for the Forum were to:

- Create an opportunity for collaborative dialogue amongst the diverse interests in the BS/LC ecosystem
- Share knowledge and experience that can inform solutions
- Identify next steps for ongoing collaborative actions and processes to support the health of the BS/LC ecosystem. Working groups formed in previous events were also tasked with reporting on their progress

Importance of the Baynes Sound / Lambert Channel Ecosystem

Baynes Sound and Lambert Channel lands and waters have been the homeland of Indigenous Peoples since time immemorial. Their cultural heritage, knowledge, and stewardship of this area for 1000s of years highlights the importance of this place as a unique coastal homeland.

Baynes Sound and Lambert Channel—a thermally stratified inland sea, internationally recognized Important Bird Area and nationally designated Ecologically and Biologically Significant Marine Area—is a highly productive ecosystem, home to a regionally unique combination of diverse marine and coastal habitats.

Baynes Sound / Lambert Channel is the highest ranked cumulative spawning and rearing area for herring in Strait of Georgia ecoregion, producing one-third of all herring in BC’s waters—positioning this area as a critical linchpin in terms of the ecosystem health of the Coast. Seabirds, juvenile salmon, mollusks and other forage fish find shelter in the ecologically-distinct elements of BS/LC. The Sound is a summer moulting area for sea ducks, with significant aggregations of waterfowl, shorebird and gull species during herring spawn. Several at-risk bird species use Baynes Sound for feeding or stop-overs.

Baynes Sound / Lambert Channel contains important foraging and haul out sites for Pacific harbour seals and Steller sea lions. The Sound has been consistently used as spawning grounds during herring spawn runs. The estuaries and riparian areas of the Sound provide spawning and rearing habitat for Coho, chum, coastal cutthroat trout and likely some steelhead. Fifteen salmon bearing streams drain into BS/LC. Intertidal eelgrass beds act as nurseries and provide protection and valuable food sources for these salmon. Significant quantities of both wild and cultured shellfish are produced within the waters of the Sound.¹

Summary of Discussion

Opening

The Spring 2020 Baynes Sound / Lambert Channel Ecosystem Forum took place entirely online, via Zoom videoconference, in light of the COVID-19 pandemic and prohibitions against in-person gatherings. The event began with an introduction and acknowledgement of the territories by facilitator Jessie Hemphill (Alderhill Planning). After brief welcoming, context-setting and housekeeping comments, the meeting began with updates from working groups.

Working Group Reports

Two working groups, formed at the March 2019 Learning Exchange, provided brief updates:

¹Subsections titled “Purpose” and “Importance of the Baynes Sound / Lambert Channel Ecosystem” are copied from the 2018 Baynes Sound/ Lambert Channel Ecosystem Forum 2018 Summary Report by Dr. Karen Hurley and Kim Dunn.

Aquaculture Research Project & Demonstration Site

Chaired by Barb Mills, this group formed in March 2019 to move forward with a proposal to conduct research into alternative, more sustainable aquaculture practices. The premise of this group is that alternative shellfish practices are needed (particularly for reducing plastic) and that a project of this nature requires a variety of locally informed stakeholder and interests and must present feasible results.

In the update Barb informed the Forum that the working group has decided to narrow the focus of the project to just equipment tie-downs for now. Currently rebar is used, which is a safety risk. Lead weights have also been used to weight down nets. With increasing storm and wave action on Denman Island, it's important to have effective, safe, sustainable alternatives.

Because of the COVID-19-related closures of colleges and universities, the working group has been unable to recruit students from either Vancouver Island University or North Island College to carry out the demonstration projects, which are now on hold. However, the working group remains active and committed. Barb acknowledged Carl Butterworth for allowing the working group to use the Deep Bay facility for meetings.

Governance Group

Chaired by Dorrie Woodward, this group considered the following question – what governance structure should be put in place for the Ecosystem Forum itself, to ensure sustainability? Since the last Forum, a Terms of Reference has been drafted and circulated to participants (though it was not discussed in detail at this Forum) as well as a draft vision statement.

Dorrie reminded the group that Kim Dunn (WWF-Canada) who has provided pivotal support to the Forum is leaving this role soon and that there is a pressing need to find a way to stay organized and apply for funding and other support.

Vision Statement

After briefly reviewing the purpose of a vision statement, Jessie asked participants to review a list of elements that are critical to include in the vision statement. The proposed list of elements included:

- The place (Baynes Sound/Lambert Channel)
- Long-term health of the ecosystem in this place
- A solutions-oriented approach
- Collaboration
- Benefits for all (ecosystem, communities, industry)

Participants mentioned that there are additional ways to describe the place - e.g. the Pacific/Marine foodweb, and/or in the traditional/unceded territory of the Qualicum,

K'omoks and Snaw-naw-as peoples. The group then reviewed the third draft of the Vision Statement, reading:

The Baynes Sound / Lambert Channel ecosystem is health and thriving, supported by the collaborative and solutions-oriented actions of the diverse people who have an interest in the area, now and long into the future.

There was a poll asking “Does this statement align with your vision for the Ecosystem Forum?”. Eighteen participants voted and the results were that ten said “Yes, absolutely!”, seven said “Somewhat” and one said “Not at all” as shown above. The one person with concerns was worried that the statement implied that presently things were great, rather than expressing aspirations. After conversation this concern was addressed. After the poll, participants moved to a discussion about the wording of the vision statement itself. The edits produced the following, fourth draft:

The Baynes Sound / Lambert Channel ecosystem, within the unceded territories of the K'omoks, Qualicum and Snaw-naw-as First Nations and the Treaty territory of the Tla'amin Nation, will be healthy and thriving, supported by the collaborative and solutions-oriented actions of the diverse people who have an interest in the area, for generations to come.

The group acknowledged that this draft requires review by the host First Nations mentioned as well as others unable to participate in this Forum. There were also suggestions that the vision could do a better job of addressing the interconnectedness of this place, how it fits into larger structures on the coast, and potentially changing the term “people” to “peoples”.

Updates & Next Steps

Presentation by Daniel Arbour, Representative for Comox Valley Regional District Electoral Area “A” and Association of Vancouver Islands and Coastal Communities committee Board Member

Though not on the agenda, Mr. Arbour offered to share a brief update from the Comox Valley Regional District and Association of Vancouver Islands and Coastal Communities. He offered the following points, to help inform discussion:

- Area-based aquaculture working group update:
 - Nothing to report from the main area-based aquaculture working group due to COVID.

- The sub-group has met 8-9 times and has reached full consensus to move to area-based management for aquaculture, with First Nations at the core. Their comments have been submitted to the main group.
- There may be opportunities for pilot projects.
- After the June 15th working group meeting, a report might be able to be shared by Shelley Jepps and Daniel Arbour.
- Alignment between this working group and the Forum should be discussed.
- Sewage management efforts continue: there is a framework re connecting some communities to the regional sewage system, as well as other options for non-serviceable lots.

Islands Trust Updates

- Clare Frater (Director, Trust Area Services) provided an update:
 - The Islands Trust Programs Committee is expected to provide up to \$12,000 for secretariat service, spread across various groups such as the Forum; details to be confirmed.
 - Letters of support regarding secretariat services funding for the Baynes Sound Lambert Channel Ecosystem Forums, addressed to the Trust Programs Committee, would be appreciated.
- Gillian Nicol (Program Coordinator, Trust Area Services)
 - Islands Trust is applying for a provincial grant (Plan H Community Grant) in partnership with the Association for Denman Island Marine Stewards; WWF-Canada is supporting the grant writing (but will not receive funds).
 - This grant is worth \$15,000, and would be used to support the ongoing work of the Forum over the next year, supplementing any funds from the Trust Programs Committee.
 - The grant application deadline is July 1, 2020. Letters of support from a wide variety of organizations would be helpful. Gillian to follow up with more information and support letter template.

Other updates

Everyone is invited to Herring Fest 2021 on Hornby Island. Details to follow.

Next Steps for the Terms of Reference

- There will be two Zoom (videoconference) meetings to review the draft Terms of Reference in June:
 - Meeting 1 - to review sections 1-4
 - Meeting 2 - to review sections 5-6
- Written comments on the draft will be accepted until the end of June
- The governance working group will draft revisions between July-September
- An updated version will be provided in advance of the Fall Forum
- At the Fall Forum:
 - Agreement will be sought for approval of the final draft
 - The discussion will focus on operationalizing the Terms of Reference (making appointments, setting dates, etc.)

Appendix A: List of Participants

Name	Organization	Role
Maria Catanzaro	Sea Change Marine Conservation Society/ Pacific Salmon Foundation	Project Management/Research Assistant
David Critchley	Islands Trust	Denman Island Local Trustee
Chief Michael Recalma	Qualicum First Nation	Chief
Chris Marrie	Department of Fisheries and Oceans	Biologist, Health and Safety Co-Chair and Vessel Safety Coordinator
Clare Frater	Islands Trust	Director, Trust Area Services
Grant Scott	Islands Trust and Conservancy Hornby Island	Hornby Island Local Trustee and Chairperson
Chris Pearce	Department of Fisheries and Oceans	Research Scientist
Carl Butterworth	Vancouver Island University	Manager - Science and Technology Research Centres
Bill Heath	Project Watershed	Director, Mapping Services and Kelp Restoration
Barbara Mills	Association of Denman Island and Marine Stewards	Director
Jennifer Mollins	Department of Fisheries and Oceans	Aquaculture governance
Jordan Wagner	Ministry of Forests, Lands, Natural Resource Operations, and Rural Development	Aquaculture Land Officer
Shelley Jepps	Department of Fisheries and Oceans	Working on an Area-based Aquaculture Management approach.
Cath Gray	Conservancy Hornby Island	Executive Director
Michael Bissonnette	West Coast Environmental Law	Lawyer
Locky Maclean	Conservancy Hornby Island	Campaign Coordinator
Daniel Arbour	Comox Valley Regional District	Director, Baynes Sound, Hornby/Denman
Dorrance Woodward	Association of Denman Island and Marine Stewards	Chair
Timothy Peterson	Islands Trust	Lasqueti Island Local Trustee
Laura Busheikin	Islands Trust	Denman Island Local Trustee
Jim Russell	BCSGA	Executive Director
Doug Wright	Shellfish Grower	
Ian Cox	Islands Trust	Planner 1
Bryan Rusch	Department of Fisheries and Oceans	Regional Pelagics Manager
Reagan Newcomb	Department of Fisheries and Oceans	Manager, Aquaculture Resource Management
Kim Dunn	WWF-Canada	Senior Specialist, Ocean Conservation
Gillian Nicol	Islands Trust	Program Coordinator
Jessie Hemphill	Alderhill Planning Inc	Facilitator
Kyle Alex	Alderhill Planning Inc	Facilitator

Appendix B: Agenda



Participant Agenda Baynes Sound/Lambert Channel Ecosystem Forum Friday, May 29, 2020

Building from the 2018 and 2019 Baynes Sound/Lambert Channel Ecosystem Forum meetings, this gathering will bring together local, regional, provincial, federal and First Nations governments, as well as private sector and conservation group representatives to participate in focused solutions-oriented discussion regarding the challenges facing Baynes Sound/Lambert Channel. The Ecosystem Forum meeting will be professionally facilitated, and a final report will be produced and provided to each participant.

This meeting of the Baynes Sound/Lambert Channel Ecosystem Forum has the following aims:

- Create an opportunity for collaborative dialogue amongst the diverse interests in the Baynes Sound/Lambert Channel ecosystem
- Share knowledge and experience that can inform solutions
- Identify next steps for ongoing collaborative actions and processes to support the health of the Baynes Sound/Lambert Channel ecosystem

Time	Topic
9:45 – 10:00 am	“Doors open”
10:00 – 10:15 am	Opening Comments & “Netiquette”
10:15 – 10:30 pm	“Lightning Round”-table Introductions
10:30 – 11:00 am	Update from working groups (aquaculture project & governance)
11:00 – 11:10 am	Break
11:10 – 12:00 pm	Confirming Our Vision: Exercises & group dialogue
12:00 – 12:20 pm	Next Steps
12:20 – 12:30 pm	Closing Comments

Contact Kim Dunn (kdunn@wwfcanada.org or 250.889.4213) if you have any questions or concerns.

Appendix C: Meeting Slides

The following pages contain slides used collaboratively during the forum, with some discussion notes included.



Islands Trust

Welcome to the Spring 2020 Baynes Sound / Lambert Channel Ecosystem Forum!

The Baynes Sound / Lambert Channel area is within K'omoks First Nation, Qualicum First Nation, and Snaw-naw-as Nation unceded territory

Interactive map of the K'omoks Marine Use Plan: <http://www.komoks.ca/points-interest-map>

**NOTE: This list
represents RSVP's,
not actual attendees.**

**Spring 2020
Baynes Sound/Lambert Channel
Ecosystem Forum**

PARTICIPANTS

Jim Russell,
Executive Director, BCSGA

David Critchley
Denman Island Local
Trustee, Islands Trust

Laura Busheikin,
Denman Island Local Trustee,
Islands Trustee

Timothy Peterson,
Lasqueti Island Local Trustee, Islands Trust

Dorrance Woodward,
Chair, ADIMS

Daniel Arbour,
Director, Baynes Sound,
Hornby/ Denman, Comox
Valley Regional District

Bryan Rusch,
Regional Pelagics Mgr, DFO

Locky Maclean,
Campaign Coordinator,
Conservancy Hornby Island

Michael Bissonnette,
Lawyer, West Coast Environmental Law

Cath Gray,
Executive Director,
Conservancy Hornby Island

Shelley Jepps,
Working on Area-based
aquaculture mgmt approach,
DFO

Jennifer Mollins,
Aquaculture Governance, DFO

Jordan Wagner,
Aquaculture Land Officer, FLNRORD

Carl Butterworth,
Mgr., Science & Tech Research Centres, VIU

Jessie Hemphill,
Facilitator, Alderhill Planning Inc.

Kim Dunn,
Sr. Specialist, Ocean Conservation, WWF-Canada

Gillian Nicol,
Program Coordinator, Islands Trust

Clare Frater,
Director, Trust Area Services, Islands
Trust

Maria Catanzaro,
Project mgmt/RA, SeaChange Marine
Conservation Society/ Pacific Salmon
Foundation

Cory Frank,
Guardian Watchmen Manager,
K'omoks First Nation

Chris Marrie,
Biologist, Health and Safety Co-Chair
& Vessel Safety Coordinator, DFO

Barbara Mills,
Director, Association for Denman Island
Marine Stewards (ADIMS)

Grant Scott,
Hornby Island Local Trustee/
Chairperson, Islands Trust / Conservancy
Hornby Island

Chris Pearce,
Research Scientist, DFO

Ian Cox,
Planner 1, Islands Trust

Doug Wright,
Shellfish grower

Tim Ennis,
ED/Sr. Project Mgr., Kus-kus-sum project,
Comox Valley Land Trust / Project Watershed

Bill Heath, Director Mapping Services & Kelp Restoration,
Project Watershed

Kyle Alec
Junior Planner, Alderhill Planning Inc.

Agenda

Time	Topic
9:45 – 10:00 am	“Doors open”
10:00 – 10:15 am	Opening Comments & Zoom guidelines
10:15 – 10:30 pm	“Lightning Round”-table Introductions
10:30 – 11:00 am	Update from working groups (aquaculture project - Barb , governance – Kim and Gillian)
11:00 – 11:10 am	Break
11:10 – 12:00 pm	Confirming Our Vision: Exercises & group dialogue
12:00 – 12:20 pm	Next Steps
12:20 – 12:30 pm	Closing Comments

Check-in Poll: <https://www.menti.com/hnqpc8ap4u>

Objectives:

This meeting of the Baynes Sound/Lambert Channel Ecosystem Forum has the following aims:

- Create an opportunity for collaborative dialogue amongst the diverse interests in the Baynes Sound/Lambert Channel ecosystem
- Share knowledge and experience that can inform solutions
- Identify next steps for ongoing collaborative actions and processes to support the health of the Baynes Sound/Lambert Channel ecosystem

ZOOM NETIQUETTE & TROUBLESHOOTING:

BASICS: You can choose **Gallery View** to see everyone, or **Speaker View** to focus on the person who's speaking (options in top right). In large groups you can also click on anyone's video and choose to "**pin**" their video so you always see it.

Please start off muted, unmute yourself when it's your turn to speak. You can press the spacebar while you speak to quickly unmute/mute.

PRIVACY: Feel free to turn off your video for any reason, and to step away from the call for any reason. If you need to leave and come back, that's ok! If you have other people, pets etc. join you on the call, that's ok too!

TECHNICAL PROBLEMS: If you have any issues during the gathering, please message the host via private chat (you can click on their video and choose "chat" or open up the chat window, change "Everyone" to "[Host name](Privately)" and send your message).

If you have major issues with computer connectivity, you can phone in (for audio) and use your computer just for video - just make sure you mute your computer speakers AND microphone so we don't get feedback.

A gathering with many people using video can overload the bandwidth and reduce overall quality. In that case, the host may ask folks who are not presenting to turn off your video.

ZOOM BOMBING: If the event gets disrupted by a "Zoom Bomber" the host may end the meeting abruptly. Try logging back into the event in a minute or two, with the same Meeting ID.



Working Group Update: Aquaculture Project

Working Group Update: Governance



BREAK

What is a vision statement?

- A vision is a bold, yet realistic, picture of the future
- It is generally brief and high-level/broad
- A vision statement should be perennial
- It is different from a Mission Statement - a vision statement describes the world you want to see, a mission statement describes your role in getting there

What elements should the BS/LC Ecosystem Forum vision statement reference?

- The place – Baynes Sound/Lambert Channel
- Long-term health of the ecosystem in that place
- A solutions-oriented approach
- Collaboration
- Benefits for all (ecosystem, communities, industry)

Anything else?

- *We could mention the Pacific/Marine foodweb*
- *We can also locate ourselves as “in the unceded territory of the Qualicum, K’omoks, Snaw-naw-as etc.*

Draft Vision Statement:

Current Version: Draft 3

The Baynes Sound / Lambert Channel ecosystem (within the (unceded and treaty) territories of the K'omoks, Qualicum, Snaw-naw-as and Tla'amin First Nations) will be ~~is~~ healthy and thriving, supported by the collaborative and solutions-oriented actions of the diverse people who have an interest in the area, for generations to come. ~~now and long into the future.~~

*Comments: Needs to talk about interconnectedness, how it fits in the larger structures of the coast (look at Barb's wording).
Change "people" to "peoples"?*

Link to poll: <https://www.menti.com/itk4gdu4c9>

Past Version: Draft 2

The Baynes Sound / Lambert Channel ~~marine~~ ecosystem is healthy and thriving, supported by the collaborative and solutions-oriented actions of the diverse people who have an interest in the area, ~~so that it can continue to provide benefits for all,~~ now and long into the future.

Past Version: Draft 1

The Ecosystem Forum envisions that communities surrounding BS/LC can be healthy and sustainable to the extent that these waters are ecologically healthy now and into the future, and that to achieve this beneficial state for all its inhabitants long term planning and co-operation are the best possible means.

Poll re: vision statement

<https://www.menti.com/itk4gdu4c9>

Next Steps

- Develop final draft **Terms of Reference**, using suggested process
 - Two Zoom meetings in June for discussion and feedback
 - Mtg 1: Sections 1-4 (vision, background, shared values, purpose & aims)
 - Mtg 2: Sections 5-6 (org structure, decision making)
 - Written comments accepted until end June (with focused outreach to K'omoks, Qualicum, Snaw-naw-as and Tla'amin)
 - One-on-one calls/emails by request until end of June
 - Revisions by governance working group July - Sept
 - Updated version in advance of Fall Forum
 - Fall Forum
 - Agreement on final draft
 - Operationalize (establish structures as needed)

Additional Next Steps

- Islands Trust additional updates re: secretariat (potentially annual support) - would be helpful to have support letters by June 8th
- Grant proposal to Planh (one-time, \$15,000) to support the forum - letters of support are requested (Gillian will send out an email with more info)
- Herring Fest - First week of March 2021
-



Thank you for participating today

Robert Barlow

Subject: FW: Request for secretarial services for the CDFCP
Attachments: DraftIslandsTrustBudget.pdf

From: McConkey, Darryn J FLNR:EX <Darryn.McConkey@gov.bc.ca>

Sent: Wednesday, May 20, 2020 3:23 PM

To: Clare Frater <cfrater@islandstrust.bc.ca>

Cc: Kathryn Martell <kmartell@islandstrust.bc.ca>

Subject: RE: Request for secretarial services for the CDFCP

Hi Clare,

Please accept this email as a financial request to the Islands Trust of up to \$5,000 for secretarial services to support coordination of the Coastal Douglas-fir Conservation Partnership (CDFCP). The funding would be used to supplement additional funds the partnership has applied for from the federal Priority Places initiative and the Real Estate Foundation of BC. Funds would be used to hire a Partnership Coordinator and be administered by the BC Conservation Foundation, our banker, and would provide an important contribution to meeting mandatory matching requirements for these funding sources.

Overall, the Coordinator's duties include:

- Coordinating meetings and supporting the CDFCP Steering Committee and Securement Working Group;
- Engaging Local Governments to raise awareness and promote implementation of the CDFCP Conservation Planning Guide;
- Assisting Local Governments to implement the CDFCP Conservation Planning Guide (OCP review, conservation fund establishment, etc...);
- CDFCP member communication (e-news) and website updates;
- Supporting priority projects including a review and update to the 2015 CDFCP Conservation Strategy and other member-specific projects.

\$5,000 would support 100 hours at \$40/hour plus minor expenses and administrative fees. See attached draft budget for details. The partnership would be appreciative of a smaller contribution as we are actively pursuing additional financial support to meet our grant application \$ matching requirements.

Looking forward to hearing from you and thank you for the opportunity for this request.

Let me know if you have any questions or would like additional information.

Darryn McConkey
CDFCP Chair



Program proposal for Islands Trust

May 24, 2020

Ruth Simons

Executive Director,

Howe Sound Biosphere Region Initiative Society (HSBRIS)

Box 465, Lions Bay, B.C. V0N 2E0

howesoundbri@gmail.com

Program:

Howe Sound Community Forum (the Forum) and related committee work

Background:

The Howe Sound Community Forum Purpose:

To provide a forum for local governments, Regional Districts and First Nations discussion to maintain and enhance the economic, environmental, cultural and social well being of the Howe Sound for the benefit of present and future generations

Members of the Forum represent the local governments and regional districts in the Howe Sound watershed. The Forum first convened in 2000, 20 years ago in June. In 2002 the members, including Squamish Nation signed onto the Principles for Cooperation (attached). For the past six years the Forums have been coordinated by Ruth Simons, Executive Director of the Future of Howe Sound Society and for the past two years as Executive Director and Howe Sound Biosphere Region Initiative Society. Day long meetings take place in the spring and fall each year with up to 70 people that including NGOs, citizens and government staff attending as observers.

Over the years various task forces or committees have been struck to focus on areas of mutual interest for local governments such as the Clean Air Committee and the Ocean Watch Task Force.

Current funding/management arrangements:

The Principles for Cooperation state the following:

6. Structure (The Members)

A hosting community from the membership will act as the focal point and be responsible to coordinate meetings and agenda material.

The hosting community will rotate among the Howe Sound Community Forum members and meetings will be held annually, or more frequently, as requested by any member or as predicated by local issues.

Task forces or sub forums may be established to focus on specific projects.

For the past six years, Ruth Simons has prompted and confirmed a hosting community for the Spring and Fall Forums. The Host community budgets up to \$3,000 to cover the costs/liability of venue, A/V rentals

and small fee for administration. The Resort Municipality of Whistler is host for the October 2020 Forum, Bowen Island Municipality has committed to hosting the Spring 2021 Forum.

The Gambier Island Local Trust Committee has hosted two Howe Sound Community Forums in the past and the Local Gambier Island Trust Committee has provided some administration support in the form of minute taking for the Ocean Watch Task Force.

Program Funding request:

This financial request is to cover costs for additional administrative services and equipment that are provided in-kind by the Howe Sound Biosphere Region Initiative Society, Ruth Simons and volunteers.

1. Under the supervision of Ruth Simons, archiving and storing past forum information held by Future of Howe Sound Society that include summary of each forum, copies of presentations and participant names. This would also include archiving of minutes from previous HSCF task forces and committees. The task is to organize and input this information into the HSCF section of the HSBRS website where it is accessible to the participants and the public. In the process, procedures would be documented for future reference. This task requires working knowledge and experience with Wordpress and Squarespace website. Estimate 25 hours - \$1,000

2. Additional support to assist Ruth Simons with planning, Web conferencing set up and management, post forum report, logistics and event management for October 23, 2020. Requires technical skills and experience with event management- Estimate 36 hours - \$828.

3. Administrative services to support HSCF committees – Airshed Roundtable and Ocean Watch Leadership team and Steering Committee. Estimate - \$1,565

- Upgrade to Zoom conferencing or use of Islands Trust web conference technology - \$65.00 for month of October.
- Partial webhosting costs for Forum information- \$200.
- Venue rental for committee meetings – 3 X \$200 = \$600
- Misc. expense - \$100.
- Admin support for committee meetings - \$600.

4. A/V equipment rental, insurance and travel expense for committees - \$400.

Total requested: \$3,793.00 – not to exceed \$3,800.00 including taxes.

This funding request is based on the following recommendations:

- No conditions related to confidentiality
- Funds would be payable 50% in advance and balance upon presentation of final report with copies of invoices paid.
- Howe Sound Biosphere Region Initiative Society (HSBRIS) continues as the sole coordinator of the Howe Sound Community Forums in support of the hosting community.
- HSBRIS is subcontracting for the administrative support.
- Islands Trust would be credited as a sponsor of the Whistler Howe Sound Community Forum.

Trust Programs Committee
Islands Trust

May 15, 2020

Dear Trust Programs Committee,

RE: Southern Gulf Islands Secretariat - Request for Participation and Funding

Across the Southern Gulf Islands we are trying to improve regional cooperation among the multiple levels of governments. This letter is attempting to represent our needs as defined in conversations with regional Trustees, CRD representatives, MLA Adam Olsen, and MP Elizabeth May. We are hoping to develop a Southern Gulf Islands Secretariat that will draw together elected officials from Tribal, Federal, Provincial, and Regional governments as well as Local Trustees at least 3-4 times a year. The goals of this Secretariat will be:

- To foster collaborative conversations around topical issues that require the participation of all levels of government.
- To highlight potential areas of cooperation among regional LTCs within the Trust so as to improve efficiency and cost effectiveness of efforts.
- To network across the region at the elected levels of government to foster ecosystem based management that best protects and preserves the Trust Area.

While this Secretariat is centered on the participation of regionally elected officials, other participants will be invited to attend and participate in a variety of ways.

At this time we are:

1. Inviting all Southern Gulf Island Trustees to participate in the formation of this Secretariat. This includes Trustees from Galiano Island, Mayne Island, North Pender Island, Salt Spring Island, Saturna Island, South Pender Island.
2. Requesting the Trust Council to contribute \$5000 to support emerging costs such as secretarial support, meeting venues (when meeting in person), and stipends for First Nations participants when needed.

Costs of this Secretariat will be shared among different government agencies. At this time, MLA Adam Olsen has agreed to contribute staff time to coordinate the initial phases of this effort.

Thank you for considering this request. We look forward to furthering the Trust objective through more coherent governance in this region of the Trust Area.

Sincerely,

Deb Morrison
North Pender Trustee

REQUEST FOR DECISION

To: Trust Programs Committee **For the Meeting of:** June 23, 2020
From: Clare Frater, Trust Area Services **Date Prepared:** June 12, 2020
SUBJECT: Guidelines for Policy Statement Amendment Project Working Groups

RECOMMENDATION: That the Trust Programs Committee approve the Working Group Guidelines for Policy Statement Amendment Project Working Groups established in the areas of Reconciliation, Climate Change and Affordable Housing.

DIRECTOR COMMENTS: These guidelines are proposed to provide clarity about the role, meeting frequency and operation of the Policy Statement Amendment Project Working Groups.

- 1 PURPOSE:** To initiate and give procedural guidance to the work of the three newly created Trust Programs Committee working groups tasked with reviewing the Islands Trust Policy Statement through the lenses of Reconciliation, climate change and affordable housing.
- 2 BACKGROUND:** The Islands Trust Executive Committee, with the support of the Trust Programs Committee (TPC), is leading an Islands Trust Policy Statement Amendment Project, with a view to finalizing amendments before the end of the 2018–2022 Trust Council term. The scope of this policy review process, as outlined in its Project Charter, includes a review of the Introduction, Part I, Part II and Schedule 1 (Definitions) sections of the Policy Statement, as well as a review of the whole document through the lenses of Reconciliation, climate change and affordable housing. Staff are undertaking meaningful engagement with First Nations throughout this process.

As First Nations engagement continues throughout the year, TPC and staff are now commencing a detailed review of the Policy Statement internally. At its May 22 meeting, TPC passed a resolution to create three small working groups that will each begin a more detailed analysis and dialogue of the Policy Statement through the lenses of Reconciliation, climate change, and affordable housing, and then report back to the wider TPC.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Each group will be supported by two staff from Trust Area Services and/or Local Planning Services, each contributing approximately four hours of staff time per month, plus time for meeting scheduling, agenda prep, research, etc.

FINANCIAL: As these three small working groups are informal, trustees will not be eligible for meeting related compensation.

POLICY: The working groups will be making recommendations regarding possible amendments to the Islands Trust Policy Statement.

IMPLEMENTATION/COMMUNICATIONS: Staff will provide logistical support to the working groups who will meet electronically.

FIRST NATIONS: The Senior Intergovernmental Policy Advisor (SIPA) will facilitate the Reconciliation working group and is providing continual guidance to TPC members regarding the Islands Trust Reconciliation Declaration & Reconciliation Action Plan 2019-2022, implementation of the principles of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), and ongoing engagement with First Nations.

OTHER: N/A

- 4 RELEVANT POLICY(S):** [Islands Trust Policy Statement](#); [Policy Statement Amendment Policy](#); [Policy Statement Implementation Policy](#) (includes directives checklist)
- 5 ATTACHMENT(S):** Guidelines for Policy Statement Amendment Project Working Groups

RESPONSE OPTIONS

That the Trust Programs Committee approve the Working Group Guidelines for Policy Statement Amendment Project Working Groups established in the areas of Reconciliation, Climate Change and Affordable Housing.

Alternative:

1. That the Trust Programs Committee approve the Working Group Guidelines with suggested amendments.
2. That the Trust Programs Committee not approve the Working Group Guidelines.

Prepared By: Dilani Hippola, A/Senior Policy Advisor
Lisa Wilcox, Senior Intergovernmental Policy Advisor

Reviewed By/Date: Clare Frater, Director, Trust Area Services / June 15, 2020

Working Group Guidelines

Policy Statement Amendment Project (PSAP) Working Groups

(Draft - June 23, 2020)

1. Objective

To establish three small working groups under Trust Programs Committee that will each engage in a focused review of the Islands Trust Policy Statement and explore possible amendments Trust Council can make to the Policy Statement through the lenses of: 1) Reconciliation; 2) Climate Change; and 3) Affordable Housing.

2. Background

The Islands Trust Executive Committee, with the support of Trust Programs Committee (TPC), is leading an Islands Trust Policy Statement Amendment Project, with a view to finalizing amendments before the end of the 2018–2022 Trust Council term. The scope of this policy review process, as outlined in its Project Charter, includes a review of the Introduction, Part I, Part II and Schedule 1 (Definitions) sections of the Policy Statement, as well as a review of the whole document through the lenses of Reconciliation, climate change and affordable housing. Staff are undertaking meaningful engagement with First Nations throughout this process.

As First Nations engagement continues throughout the year, TPC and staff are now commencing a detailed review of the Policy Statement internally. At its May 22 meeting, TPC passed a resolution to create three small working groups that will each begin a more detailed analysis and dialogue of the Policy Statement through the lenses of Reconciliation, climate change, and affordable housing, and then report back to the wider TPC. TPC members were invited to volunteer to join the various working groups (see detailed list below). Staff from Trust Area Services (TAS) and Local Planning Services (LPS) were asked to provide support to these working groups. As these three small working groups are informal, trustees will not be eligible for meeting related compensation.

3. Membership

The following TPC trustees and TAS/LPS staff have volunteered to join the three working groups:

	Reconciliation	Climate Change	Affordable Housing
Trustees	Scott Colbourne Doug Fenton Ben McConchie Tim Peterson	Deb Morrison Kees Langereis Doug Fenton Peter Luckham – ex officio	Scott Colbourne David Critchley Dan Rogers Peter Luckham – ex officio
Staff	Lisa Wilcox /TAS Gillian Nicol /TAS	Dilani Hippola /TAS Ian Cox /LPS	Dilani Hippola /TAS Robert Kojima /LPS

At the first meeting of each working group, the members may select a working group leader (with the exception of the Reconciliation Working Group) if this is deemed helpful for coordination purposes. Staff members will act as advisors or facilitators to the working groups and also offer limited staff support, assisting with electronic meeting scheduling, agenda preparation, limited research, drafting of documents, etc., as staff workloads permit. The working groups, consisting of a maximum of three to four trustees, will regularly report back to TPC.

4. Frequency of Meetings

At the first meeting of each working group, the members will establish a meeting schedule for the period of July-August 2020. As a general rule, working groups will meet every two weeks, for a period of two hours each time (for a total time commitment of eight hours over two months plus prep time as needed). Working groups may decide to meet more frequently if all trustees and staff within their group agree to do so. In August, working group members will decide whether they wish to continue meeting during subsequent months and can then establish a new meeting schedule accordingly.

5. Work Plan

The members of each working group will review the Policy Statement through each particular lens, with a view to making a preliminary list of recommendations for specific amendments to the wider TPC at the meeting scheduled for August 13, 2020. Should time permit, the group may also consider procedural and/or structural issues related to the Policy Statement document and its implementation processes.

To begin the review process, the Climate Change and Affordable Housing working groups are encouraged to review the recommendations outlined in the [2011 Policy Statement Assessment Task Force Report](#). Staff will provide these working groups with an up-to-date Topic Review Inventory and a Policy Statement Section Review Template which they may use to present their recommendations to TPC. In the case of the Reconciliation working group, members will gain a better understanding of the ways in which amendments could support Indigenous core concerns, decision-making, and rights and title. Preliminary amendment recommendations from the Reconciliation working group may be presented to TPC in the form of a revised Policy Statement document, with suggested revisions clearly marked.

6. Resources

- I. [ISLANDS TRUST POLICY STATEMENT \(Consolidated 2003\)](#)
- II. [Policy Statement Amendment Policy](#)
- III. [Policy Statement Implementation Policy](#)
- IV. Policy Statement Directives Checklist – included in Implementation Policy linked above.
- V. [2011 Policy Statement Assessment Task Force Report](#)

From: Deb Morrison <dmorrison@islandstrust.bc.ca>
Sent: Friday, May 29, 2020 6:54 AM
To: stephen.sheppard@ubc.ca; Gillian Nicol <gnicol@islandstrust.bc.ca>; Clare Frater <cfrater@islandstrust.bc.ca>
Subject: Climate engagement in communities

Clare, Gillian and Stephen,

I wanted to introduce you all to one another as Elizabeth May has recently introduced me to Stephen's great work at UBC and it may have some impact on the tools that could be used for community engagement around climate action. His [icoolkit](#) is being used in Vancouver and Victoria and we might have the potential to work with Stephen's team to try out how to adapt this to the rural context if we want. I'd love your thoughts on this within the Trust, Clare and Gillian.

Programs Committee
Islands Trust
June 23 2020

Dorrie Woodward
Chair
Association for Denman Island Marine Stewards

Re: Funding for Baynes Sound / Lambert Channel Ecosystem Forum

Dear Programs Committee Members;

Over the last two years, your committee has successfully nurtured this Ecosystem Forum through it's critical formative stages. Together with World Wildlife Fund, the Islands Trust has supported this initiative which brings together over forty stakeholder groups including four levels of government, First Nations, industry and conservation groups. These stakeholders have deepened their understanding of the issues, identified common ground and begun to work together for the benefit of this key marine ecosystem.

Both organizations contributed funds for Forum gatherings and staff time.

Now the Forum is transitioning towards independence: it is completing its terms of reference and formalizing its structure, and has applied for funding outside of IT and WWF to help cover expenses for the coming year.

WWF funding will end this month of June, which will be a loss, however Forum members, like Vancouver Island University, are willing to make in-kind contributions to reduce the expenses of Forum gatherings.

Like many other stakeholders, the Association for Denman Island Marine Stewards believes that this Forum could be the means of achieving a coherent approach for protecting this key ecosystem. When it supports these broad based dialogues, the Islands Trust creates the opportunity to strengthen its influence and amplify its values of preserve and protect.

We ask that the Programs Committee continue to support and fund the Ecosystem Forum through this transitional year and assure a positive outcome for its earlier commitments,

Sincerely,

Dorrie Woodward
chair
Association for Denman Island Marine Stewards.



Top Priorities Report

Trust Programs Committee

1. Policy Statement Amendment

Implement Policy Statement engagement plan and project charter (in support of Strategic Plan strategies #10,16,22,23)

Responsible

Clare Frater
Dilani Hippola

Dates

Rec'd: 21-Jun-2017
Target: 14-Sep-2022

2. Secretariat Role to Forums within the Trust Area

Provide a report to Trust Council with information about the implications of the Islands Trust taking on a secretariat role.

Responsible

Clare Frater
Dilani Hippola

Dates

Rec'd: 20-Jun-2018
Target: 13-Aug-2020

3. Climate Change Data and Performance Indicators

Let a contract to scope out future project: Develop i) a set of climate change, demographic and environmental data and ii) performance criteria in order to identify the effects of climate change in the Trust Area and to measure mitigation and adaption efforts. (Strategic Plan strategy #12)

Responsible

Clare Frater
Dilani Hippola

Dates

Rec'd: 10-Feb-2020
Target: 13-Aug-2020

Projects Report

Trust Programs Committee

1. *Stewardship Education Program*

Responsible

Date Received

Develop and implement a stewardship education program directed towards the public, industry and stakeholders in the Trust Area. (Strategic Plan strategy #15).

04-Dec-2019

2. *Update Crown Land Agreements*

Responsible

Date Received

Engage Bowen Island Municipality and the Province of B.C. in updating and consolidating existing agreements into one.

19-Jun-2014