



Thursday, November 17th, 2022

VICTORIA OFFICE TRUSTEES OPEN HOUSE

1:00 PM - 4:00 PM

Location: #200 - 1627 Fort Street, Victoria

Trustees pick up a personalized computer and attend an orientation session. 1/2 hour drop-in sessions (9-person capacity)

1:30 - 2:00

2:30 - 3:00

3:30 - 4:00

FIRST NATIONS WELCOME

5:00 PM - 5:30 PM

Location: Coast Victoria Hotel & Marina 146 Kingston Street, Victoria

SWEARING-IN CEREMONY FOR TRUSTEES

5:30 PM – 6:00 PM

GROUP PHOTO & HEADSHOTS

6:00 PM – 7:00 PM

DINNER

7:00 PM – 9:00 PM



Islands Trust Council

Quarterly Meeting Agenda

Date: Friday, November 18 - Saturday, November 19, 2022

Location: Coast Victoria Hotel
146 Kingston Street, Victoria BC

Pages

Friday, November 18, 2022

- | | | | |
|--------|---|----------|---------|
| 1. | WELCOME REMARKS AND INTRODUCTIONS | 9:00 AM | |
| 1.1. | Call to Order/Notice of New Items | | |
| 1.2. | Approval of Agenda | | |
| 2. | COUNCIL ROUNDTABLE PRIORITIES AND PERSPECTIVE | 9:15 AM | |
| 2.1. | Council Roundtable Priorities and Perspectives - Session Outline | | 4 - 4 |
| | BREAK SCHEDULED
11:00 am - 11:15 am | | |
| 3. | SESSIONS | 11:15 AM | |
| 3.1. | Overview of Islands Trust | | |
| 3.1.1. | Overview of Islands Trust - Session Outline | | 5 - 5 |
| | LUNCH SCHEDULED
12:00 pm - 1:00 pm | | |
| 3.2. | Islands Trust Conservancy | 1:00 PM | |
| 3.2.1. | Islands Trust Conservancy - Session Outline | | 6 - 6 |
| 3.3. | Governance | 1:45 PM | |
| 3.3.1. | Governance - Session Outline | | 7 - 7 |
| 4. | NOTICE OF ELECTION / INTENT | 2:45 PM | 8 - 9 |
| | Interest in being a Chair/Vice Chair/Member of the Executive Committee / Conservancy | | |
| | BREAK SCHEDULED
3:00 pm - 3:15 pm | | |
| 5. | SESSIONS - CONTINUED | 3:15 PM | |
| 5.1. | Planning Services - Session Outline | | 10 - 10 |

6.	CANDIDATE PRESENTATIONS Q & A	4:00 PM	11 - 12
6.1.	Dag Falck - Chair		13 - 15
6.2.	Peter Luckham - Chair		16 - 16
6.3.	Deb Morrison - Chair		17 - 18
6.4.	Sue-Ellen Fast - Vice-Chair		19 - 20
6.5.	Ben Mabberley - Vice-Chair		
6.6.	David Maude - Vice-Chair		21 - 21
6.7.	Tim Peterson - Vice-Chair		22 - 23
6.8.	Susan Yates - Islands Trust Conservancy		24 - 24

RECESS FOR THE DAY
5:00 pm (approximate)

Saturday, November 19, 2022

7.	SESSIONS - CONTINUED	9:00 AM	
7.1.	Finance and Budgeting - Session Outline		25 - 26
8.	BUSINESS AND DECISION ITEMS	10:15 AM	
8.1.	New Business		
8.2.	Resolutions without Meeting Report		27 - 30
8.3.	September Trust Council Minutes pending late item		
8.4.	Follow-up Action List		31 - 40
8.5.	Priorities Chart		41 - 43
9.	CORRESPONDENCE		
9.1.	Minister Cullen response re: Provincial Review request letter dated September 23, 2022		44 - 44

BREAK SCHEDULED
11:00 am - 11:15 am

10.	ELECTIONS FOR EXECUTIVE COMMITTEE AND CONSERVANCY	11:15 AM	
10.1.	Elections for Executive Committee and Islands Trust Conservancy - Session Outline		45 - 45

LUNCH SCHEDULED
12:00 pm - 1:00 pm

11.	PUBLIC COMMENTS	1:00 PM	
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12. NEXT MEETING

12.1. Proposed December 6-8, 2022 Trust Council Agenda Program

46 - 46

13. ADJOURNMENT

2:00 PM

(approximate)



November 18, 2022

Islands Trust Council

COUNCIL ROUNDTABLE PRIORITIES AND PERSPECTIVES

Background: Trust Council has directed that all trustees be provided an extended opportunity to speak to issues that are important to them early in the first Council meeting of the term.

Purpose:

- 1. To receive a brief overview of important issues and projects, including highlights from the 2018-2022 Strategic Plan.**
- 2. To hear from trustees on important issues from a local and Trust wide perspective and to begin informally identifying areas of focus for the term.**

Resources: Russ Hotsenpiller, Chief Administrative Officer (CAO)
Clare Frater, Director of Trust Area Services (DTAS)

TIME	TOPIC	WHO
9:15 am	<ol style="list-style-type: none">1. Review of key themes and work projects from 2018-2022: what is left to do?2. General review of Strategic Plan 2018-2022	CAO Hotsenpiller
9:45 am – 11:00 am	<p>Council Roundtable</p> <ol style="list-style-type: none">1. What is important to your Island?2. How are you going to make a difference for your community and the Islands Trust?3. What are your interests?	Chair



November 18, 2022

Islands Trust Council

OVERVIEW OF THE ISLANDS TRUST

Background: To provide the new 2022-2026 Islands Trust Council with an overview of the Islands Trust including governing legislation, key interested and affected parties, organizational structure, and other contextual information. These elements are the foundation of the upcoming term and key to a common understanding of service delivery.

Purpose:

- 1. To review guiding legislation of the Islands Trust and other relevant legislation.**
- 2. To understand interested and affected parties and external forces that act upon the Islands Trust.**
- 3. To introduce core policies and structures of the Islands Trust including Trust Council, Executive Committee, Bowen Island Municipality, local trust committees, and the professional organization.**
- 4. To review current First Nations engagement principles of the Islands Trust.**

Resources: Russ Hotsenpiller, Chief Administrative Officer (CAO)

TIME	TOPIC	WHO
11:15 am	Overview of the Islands Trust <ol style="list-style-type: none">i. Generalii. Trust Area Services & Conservancyiii. Administrative Servicesiv. Planning Services	CAO Hotsenpiller Senior staff



November 18, 2022

Islands Trust Council

Overview of Islands Trust Conservancy

Background: To provide the new 2022-2026 Islands Trust Council with an overview of the Islands Trust Conservancy including Board duties, financial considerations, and key functions.

Purpose: To review Islands Trust Conservancy governance and operations.

Resources: Russ Hotsenpiller, CAO
Clare Frater, Director, Trust Area Services
Kate Emmings, Manager, Islands Trust Conservancy

TIME	TOPIC	WHO
1:00 pm	Overview of the Islands Trust <ul style="list-style-type: none">i. General overview, including Board dutiesii. Commitment to reconciliationiii. Land securementiv. Land management (including climate change)v. Funding modelvi. Strategic fund developmentvii. Story from the field	Kate Emmings
1:15 pm	Questions and Answers	All



November 18, 2022
Islands Trust Council
GOVERNANCE

Background: To provide a session focused upon governance, role clarity and means of achieving Trust Council objectives.

Purpose:

1. To review the Islands Trust governance model, including the one employee concept.
2. To discuss the roles associated with being a trustee.
3. To discuss how work is directed and implemented throughout the organization.
4. To discuss the role and terms of reference of the Governance Committee.

Resources: Russ Hotsenpiller, CAO

TIME	TOPIC	WHO
1:30	Governance models	CAO and staff
	Role of the trustee	
	The role of governance and the role of staff	



November 2022 Islands Trust Council

NOTICE OF ELECTIONS

EXECUTIVE COMMITTEE

An election will be held for the position of Chair of Islands Trust Council at 11:15 am, SATURDAY, NOVEMBER 19, 2022

As per the *Islands Trust Act*, the election of the vice-chairs will occur after the election of the Chair. This will allow a trustee who was nominated for Chair, and was not successful, to be nominated for vice-chair.

After that election is concluded, an election for three (3) positions of Vice-Chair of Islands Trust Council will be held.

Elections for the chair and vice-chairs will be conducted in accordance with *Islands Trust Act* (s.20) and Islands Trust Regulation, BC Reg 119/90 (ss. 6, 7 and 8).

(Please refer to these [policies](#) for further information: [Executive Committee Election](#), [Executive Committee Terms of Reference](#), [Executive Committee Legislative Role](#) and [Local Trust Committee Chair Guidelines](#).)

ISLANDS TRUST CONSERVANCY BOARD

An election for two (2) positions on the Islands Trust Conservancy Board will be conducted following the Executive Committee elections on SATURDAY, NOVEMBER 19, 2022.

The Executive Committee will elect one of its members to the Islands Trust Conservancy at its meeting on SATURDAY, NOVEMBER 19, 2022.

Election for the Islands Trust Conservancy Board will be conducted in accordance with s.40 of the *Islands Trust Act*.

(Refer to this policy for further information: [Islands Trust Conservancy – Roles and Responsibilities](#).)

NOTICE OF INTENT

Emails were sent October 17 and October 20 welcoming elected trustees and asking for those with an interest in the position of Trust Council Chair, Executive Committee, and/or the Islands Trust Conservancy to submit a biography to declare early intention. Those who responded will be listed in the Candidates Presentation Session of the November Trust Council. Those trustees who have not yet indicated an interest and wish to do so, may give notice of their interest in a position on the Executive Committee and/or Islands Trust Conservancy Board at 2:45 pm, FRIDAY, NOVEMBER 18, 2022.

Candidates for Executive Committee and Islands Trust Conservancy Board positions will have the opportunity to make presentations beginning at 4:00 pm, FRIDAY, NOVEMBER 18, 2022.

The formal Call for Nominations will take place at 11:15 am, SATURDAY, NOVEMBER 19, 2022. Candidates may not nominate themselves, and every nomination will require a seconder.

Any trustee may be nominated regardless of whether they indicated interest to run or not. Nominated candidates will have the opportunity to accept or decline the nomination before the nomination stands for election.

Note that under the legislation, no proxy voting is permitted. Trustees must be in the room to be eligible to run and to vote.

COUNCIL COMMITTEES

Those trustees wishing to serve on any of the four Council committees: Financial Planning, Regional Planning, Trust Programs, and Governance will have the opportunity to indicate their interest during the Trust Council meeting. Financial Planning, Regional Planning and Trust Programs committees' members will be appointed by the Trust Council Chair, subject to Council ratification, in accordance with Trust Council policies. Governance Committee members will be by election at Trust Council, with the election occurring in March 2023 at the latest, in accordance with Trust Council policy.

(Refer to these policies for further information:

- [Council Committee System](#),
- [Financial Planning Committee Terms of Reference](#),
- [Regional Planning Committee Terms of Reference](#),
- [Trust Programs Committee Terms of Reference](#),
- [Governance Committee Terms of Reference](#).



November 18, 2022
Islands Trust Council
Planning Services Orientation

Background: This outline is presented in support of Trust Council orientation.

Purpose:

1. To provide an overview of Planning Services

Resources:

Stefan Cermak, Director, Planning Services

TIME	TOPIC	WHO
3:15 pm – 4:00 pm 20 min	Introduction to Local Planning Services <ul style="list-style-type: none"> • Why: Managing Change • What: Projects, Applications, Enforcement • Who: Planners, Admin, Bylaw Enforcement • How: Functional and Geographical teams • Where we are and where we are going • Resource: Toolkit 	DPS Cermak Panel: RPMs Kojima, Hutton, Zupenac; Manager Dingman
25 min	Planning Services Manager Panel <ul style="list-style-type: none"> • Q&A (& more Q's) 	
Dec. Trust Council Dec. Webinar	Further PS Orientation <ul style="list-style-type: none"> • LTC Meetings – What to expect • Process, Process, Process • Applications and Referrals • Projects • Bylaw Enforcement and Compliance 	



Islands Trust

November 18, 2022

Islands Trust Council

EXECUTIVE COMMITTEE/ISLANDS TRUST CONSERVANCY BOARD

CANDIDATE PRESENTATIONS

Background: Candidates have the opportunity to make presentations to their fellow trustees and to respond to any questions they may have.

- Purpose:**
1. To provide those trustees who have expressed an interest in being nominated for Islands Trust Council Chair, Vice-chair (which make up the Executive Committee) and Islands Trust Conservancy Board positions an opportunity to address Trust Council.
 2. To provide Trust Council members with an opportunity to ask questions of those trustees who have expressed an interest in being nominated for Executive Committee and Islands Trust Conservancy Board positions.

Resources: Russ Hotsenpiller, Chief Administrative Officer (CAO)
David Marlor, Director, Legislative Services (DLS)

Attach: List of interested trustees and bios

TIME	TOPIC	WHO
4:00 p.m. – 5:00 p.m.	<p>Election of Trust Council Chair</p> <ol style="list-style-type: none"> 1. <u>Presentations of interested trustees for Chair (1 position to be elected)</u> <ul style="list-style-type: none"> • Presentations for Trust Council Chair in alphabetical order (maximum 5 minutes each) • Trustee Questions of Candidates for Trust Council Chair. <p>Election of Trust Council Vice-Chairs</p> <ol style="list-style-type: none"> 1. <u>Presentations of interested trustees for Vice-chairs (3 position to be elected)</u> <ul style="list-style-type: none"> • Presentations for Trust Council Vice-Chair in alphabetical order (maximum 5 minutes each) • Trustee Questions of Candidates for Trust Council Vice-Chair. <p>Election to the Islands Trust Conservancy Board</p> <ol style="list-style-type: none"> 2. <u>Candidate presentations for Islands Trust Conservancy *(2 positions to be elected)</u> <ul style="list-style-type: none"> • Presentations for Islands Trust Conservancy Board Membership in alphabetical order (maximum 5 minutes each) • Trustee Questions of Candidates for Islands Trust Conservancy Board 	<p>David Marlor, Director, Legislative Services (Presiding Officer)</p>
<p>* 5 minutes is allocated to each candidate for initial presentations. If necessary, this session may be lengthened to accommodate all interested candidates</p>		

The following lists represents those trustees who indicated an interest in one of the positions listed below by the deadline for agenda publication (Thursday October 27, 2022). This does not preclude any other trustee expressing interest at 2:45 pm on Friday November 18, 2022 and presenting in the candidates forum at 4 pm that same day, or being nominated when the elections are held at 11:15 am on Saturday November 19, 2022.

At the time of each of the following elections, any trustee may nominate any other trustee for the position being elected.

1. List of trustees interested in the position of Trust Council Chair (Executive Committee) (1 position):

- Falck, Dag
- Luckham, Peter
- Morrison, Deb

2. List of trustees interested in the position of Trust Council Vice-chairs (Executive Committee) (3 positions)

- Fast, Sue-Ellen
- Mabblerley, Ben
- Maude, David
- Peterson, Tim

3. List of trustees interested in a position on the Islands Trust Conservancy Board (2 positions)

- Yates, Susan

The reasons I'm applying to the Trustees, to consider my interest in taking on the position of: Islands Trust Executive Chair.

Being newly elected to the Trust, I have a lot to learn about the history, functioning and culture of the Trust. Having read the Islands Trust [Governance Review of February 2022](#), commissioned from Great Northern Management Consultants, it has become clear to me that the strong feelings and disappointments I've heard from both property owners and residents on the Gulf Islands are not simply the gripes of a few. Rather, they represent some significant structural inefficiencies, and perhaps also some unhealthy procedural practices that have become culturally imbedded in the everyday process and conduct of the Trust.

I believe that addressing these less-than-ideal conditions is the first step, and in 2022-23 Trustees must take serious steps to addressing the current **culture** as well as the **policies and processes** currently practiced.

As I've stated, as a newcomer to the Trust I do not have a personal experience of the functioning. Instead of this being a reason not to consider me for chair, I suggest it will be necessary to choose a chair that does not already have a history with the Trust, in order to bring in fresh perspectives and introduce new ways of working.

In my opinion the changes that are hinted at in the Governance Report are not a matter of tweaking or slight adjustments. Rather a new paradigm must be considered as perhaps the only way to save the Trust from the threats of implosion or being dissolved by the Provincial authorities. We have this next 4-year term to put the Islands Trust back on track, otherwise I think its future is uncertain.

I am also committed to creating a structured decision-making guide that would ensure there is a problem for every solution, so we don't spend time on debating solutions that are perhaps not solving a problem of high enough importance.

If we develop this guide consensually it can become an integrated part of a new foundation upon which the mandates of the Trust can be executed quickly and effectively while building and retaining a broad support among the stakeholders, including the Provincial government.

Criteria I consider important when selecting Islands Trust Executive Chair

A chair should:

- Be able to conduct a meeting and maintain an agenda that is neutral on the issues, and not be influencing the discussions at the meetings with their personal position on the issues discussed. It's fine to have personal opinions, and they should be shared by the chair after clearly stating they are personal opinions, and then return to the task of chairing. In other

words, a chair should be comfortable and capable being impartial, and only influence decisions with their own opinion on issues, as one equal member of the IT executive.

- Have experience in leading discussions and decision-making under high pressure, and not be subject to pressure from any one group or individual. All stakeholders (all Trustees) input and opinions should be given opportunity to be expressed and considered before final decisions. It's the chair's job to ensure this happens.
- Have the stature and courage to respectfully hold back repeating voices and drawing out less insistent ones that have not already been shared.
- Be strong and beyond corruption or undue influence by peer pressure or their own personal positions.
- Be comfortable chairing
 - during discussions and deliberations where emotions run high.
 - when strong differing opinions are held simultaneously and having the skill to facilitate through it.
 - Facilitating with conflict resolution skills and seeking to bring forth common ground and frame discussions in non-adversarial ways.
 - Holding consensus as a goal worth reaching for, and reserving voting for those instances where consensus cannot be reached.

Although I may fail sometimes to fully execute the Chair qualities above, I commit to striving for these ideals. I am fully motivated and ready to give my best to achieve the healthy continuation of the Trust. I believe in working with what we have and embracing continuous improvement.

What skills I bring to help get us there

I retired in April of this year and have worked over 30 years in the organic food industry. The last 18 years I was the Organic Program Manager for [Nature's Path Foods](#), North America's largest organic cereal company, and a Canadian family-owned business. I was President of the Canadian Organic Trade Association for 10 years. Locally, I was the Chair of the [Trincomali Improvement District](#) Trustees from 2017 to 2020

I have honed my skills in both being able to see the large picture, and the stamina to attend to the small details to help us get there. I have training in conflict resolution, mediation and consensus and extensive experience applying these to contentious issues with groups and stakeholders with widely diverse interests, including communities, professionals, and governments.

Two things I will address as a priority:

- 1) Reaching for Consensus – improving tone and working environment of Trustees.
- 2) Reach agreement on process to follow when the Trust prepares to make decisions.

For more on my background, see

<https://dagfalck.wixsite.com/dag-falck>

Where my Trustee campaign material is. Also see bio attached.

Bio - Dag Falck

Work history:

Organic Program Manager, Nature's Path Foods Inc.	2003-2022
Manager, Nature's Path Family Farms (5,000 acres)	2008-2022
Independent contractor, Organic Inspector/Verification Officer	1989-2003
Foster Parent Coordinator, Salmon Arm	2001-2003
Micro Business Trainer, EI Employment Program	1997-1999
Farm Manager, Providence Farm Duncan (400-acre social service farm)	1986-1989

Boards, Associations and Committees

Director, President, Canada Organic Trade Association	2010-2019
Director Steering Committee Prairie Organic Development Fund	2015-2022
Director, Organic Trade Association (USA)	2006-2009
Director, Vice President, Organic Trade Association (USA)	2014-2016
Director, Non-GMO Project	2008-2016
Director, IFOAM Organics North America	2016-2019
Director, (outgoing as Chair), Organic Agriculture Centre of Canada	2005-2011
Voting member, Organic Value Chain Round Table (Govt/industry)	2006-2018
Voting member Canadian Organic Standards Technical Committee	2009-2019
Director, International Organic Inspectors Association	2001-2003

Recognition:

COTA Organic Champion of the Year, Organic Leadership Awards .	2022
TOC Science Award	2012
CHFA Organics Achievement Award	2008

Education

Agronomist, Foldso Agricultural College, Norway	1975 -1976
Foundation year, Akershus Agriculture College, Norway	1974

Courses

Conflict Resolution and Mediation training Justice Institute of BC , Vancouver, BC	1998 - 2001
Organic inspector training. International Organic Inspectors Association	1994 – 2003
Training in Quaker Consensus model (Carolyn Estes)	1992

Presentations given

120+ organic presentations, to public/industry/government/	2003-2022
Ongoing teaching/presentations to business course participants	1997-1999
Dozens of presentations to Foster Parents	2001-2003



Trustees, my name is Peter Luckham and I am seeking your support for the position of Chair of Islands Trust Council.

I live on Thetis Island in Penelakut Territory and am grateful to be able to live and work across the Coast Salish Territory we refer to as the Islands Trust Area. I acknowledge the rich history and culture that has been here since time immemorial.

It is clear that the residents of the Gulf Islands are keenly interested in how the Islands Trust governs. The Island Trust is a unique form of government with a unique mandate. How we govern must reflect that uniqueness. We have a responsibility to work with our communities to preserve and protect the trust area and its unique amenities and environment while respecting the needs of those communities.

How we govern is important to me, we need to be inclusive of all people and opinions. We need to work collaboratively in order to sustain the ecosystems, the character and values of our communities while upholding the mandate of the Islands Trust. I want to listen to and engage with our communities and respond with fairness and understanding.

I graduated from the Conflict Resolution Program at the Justice Institute of British Columbia in mediation and negotiation. I am a firefighter and first responder and am Deputy Chief on the Thetis Island Fire Department I have worked 40 years in electronics and computer systems design and development. In my spare time I love scuba diving in our waters.

As a Trustee on Thetis Island for 17 years I have served on the Executive Committee, the Islands Trust Conservancy board and served on all committees of Council. I have chaired Denman, Lasqueti, North Pender, Mayne, Saltspring, Saturna and South Pender Islands. I have developed good working relationships with the staff of the Trust. Working on the Executive committee has provided me the opportunity to build relationships with many other local government elect, provincial Ministers and staff. I am comfortable and confident in my abilities to work in all political arenas. I believe I have been a strong and effective chair.

If elected I will continue to work towards creating and supporting open dialogue in an environment of mutual respect and collaboration at the Council table. I believe we need to hear each and every voice at the table and every voice or concern that is brought to us by our constituents. It is critical in these times of community change and the challenges before us that we listen with open minds and reflect on how we budget and how we do business. In conflict we need to ask what is our role in that conflict. I would like to see us facilitate solutions that meet everyone's needs while preserving and protecting this very special place. Let's work together to create a Trust that we can all be proud to be part of.

Peter Luckham, Thetis Island 250-210-2553 or email pluckham@islandstrust.bc.ca

Deb Morrison for Chair of the Islands Trust Council



- Extensive experience in meeting facilitation, government-government relations, First Nations diplomacy, resource management, scientific literacy, and climate science advising.
- Multigenerational family roots across the Trust Area and the Salish Sea broadly.
- Excellent interpersonal skills, working knowledge of virtual meeting tools, and strong communication abilities.

A Vision for the Role of the Islands Trust Chair - The Islands Trust is at a turning point. In the past term, I was involved in the drafting of terms of reference for, establishment of, and participated on the Select Committee which oversaw the consultants who created the Governance Report. I supported this work both because I strongly agree with the preserve and protect mandate of the Trust and I see how the organization can be made much more efficient, effective, and adaptive to our emerging needs across the region.

The changes that will need to be implemented, upon advice from the Governance Committee and decision by Council, will take a set of skills different from past Chairs, these are skills I possess. Trustees will need to collaboratively engage to define new and innovative options for the Trust to modernize that will require us all to listen openly, honestly, and respectfully to one another. Our work will now occur both in person and through the use of virtual technologies. Additionally, Trustees will need capacity building to ensure they are all able to contribute effectively to the work of Council - learning is often best done peer to peer. Therefore, my efforts if elected as the Chair of the Trust Council will focus on this need to build consensus and collegiality across diverse ways of engagement while also navigating the complex capacity building needs that are widely different among members of the Council.

Discussion around the review of the Trust Policy Statement, annual budgets, and this most recent election has shown clearly that the Islands Trust suffers from a lack of community confidence across the Trust Area and an almost negligence by those outside the Trust Area such as A key role of the Chair will be to restore trust, respect, and confidence in the Islands Trust as an organization through new practices for community engagement, more extensive government-government networking, coordination of First Nations reconciliation work with appropriate LTC Trustees, transparency of decision making within the Executive Committee, and improved communications overall. This will require focus and attention to detail.

To achieve such focus, the Chair should not sit on any LTC or Committee as a voting member (beyond the EC and Financial Planning obligations under current policy). This would allow for a higher degree of impartiality in the Chair at Trust Council, specifically reducing the overall influence of the Chair in Local Trust Areas and in Committee decisions.

Foundations in Place - I was born and raised in Gibsons, on the Salish Sea. I am deeply committed to preserving and protecting the unique amenities and environment of the Trust Area. My family lives throughout the Salish Sea region. I am a descent of Scottish settlers who came here to log, fish, and support those industries. My grandparents owned the log sort in Andy's bay on Gambier and my great aunt was the one room school teacher on Galiano (her son - my uncle - still lives on Galiano). And yet it was not until I was in my early 20s that I became more aware of the long history of First Nations who have lived across the Salish Sea since time immemorial. I am on a lifelong journey of receiving the teachings of Indigenous collaborators and community members, knowledge I hold as both a responsibility and the gift it is.

Foundations in Practice - I have worked in resource management eg. the BC Ministry of Aboriginal Affairs (since renamed) and the BC Ministry of Forests; science research eg. forestry consulting and university-supported long term ecological research; and learning sciences eg. university teaching, research-practice partnerships, climate change mobilization design, and climate justice advising. I currently own my own company, CLEAR Environmental, which works from local to global scales with companies, governments, networks of organizations, universities, and the United Nations on issues of climate justice. I am honoured to work with amazing colleagues and diverse partners to foster just action towards sustainable and thriving futures. Although I will continue the work at CLEAR Environmental, it is now at a point where I can step back and let others lead, allowing me to commit to deeper work in the Islands Trust.

I have extensive practical experience in issues relating to the work of the Trust Council, significant formal education that can be a benefit to the work of the Chair in liaising with other governments (B.Sc. in Geography; M.Sc. in Plant Sciences and Environmental Sciences; PhD in education), and applied knowledge of policy and governance with respect to resource management, reconciliation, and climate change - all critical to the current realities of the Islands Trust. This is my second term as Trustee for North Pender Island and I served as Chair of the Trust Program's Committee during the 2018-2022 term of the Trust Council. More about me both professionally and personally at www.debmorrison.me

Commitments as Chair of Islands Trust Council - If elected Chair, I will commit to:

- Facilitating well run, respectful, and equitable meetings, both in person and virtually;
- Representing the collective decisions of Council with the CAO and with appropriate government agencies including ensuring that Trustees are invited into meetings where there is relevance to their LTC and/or Committee work as appropriate. This will also include building relationships to foster collaboration and coordination to ensure that other governments address their responsibilities within the Trust Area, allowing the Islands Trust to limit its work to the mandate within the Islands Trust Act.
- Providing regular communications from Executive Committee and Financial Planning Committee meetings as well as those meetings held on behalf of the Trust with First Nations, regional, provincial, and federal governments;
- Prioritizing Islands Trust work above all other obligations.

I would be honoured to serve the Trust Council as Chair. Thank you for considering my candidacy. Deb.

Please re-elect

Sue Ellen FAST for Executive Committee



- Nature conservation as professional career
- Experience on Executive Committee previous term
- Enjoy chairing meetings; steady and inclusive
- 8/29 years elected on Nexwlélexwem (Bowen Island)

Dear Fellow Trustees

I have decided to put my name forward again as vice chair to serve on Executive Committee. While I have experienced how substantial the time and travel commitments really are, I remain committed to the direction and mission of the Trust and believe that I to have much to offer.

Skills I bring range from writing, communications and outreach; to inspiring citizens to care; to training, professional leadership and consulting; to advising on all aspects of heritage interpretation planning, nature learning, and planet-friendly stewardship. I am keen to move onwards and upwards in championing nature and sustainability.

Career Highlights:

- conservation planning through applying nature learning and participation in urban greenways: Edmonton, Toronto, Calgary, Ottawa
- wrote and hosted television series "Nature Walk" in 1990s for 300,000 viewers weekly; 52 episodes across Canada, the US and Central America
- chaired Bowen's comprehensive OCP update in 2010 with very high participation
- edited the journal of interpretationcanada.ca, executive director too
- contributor in park management team; Metro Vancouver Regional Parks west area
- founded Peregrine Watch, one of the earliest nest cam programs; with mass media involvement
- increased attendance by 37% to pass 100,000 at an urban nature centre
- wrote a book and managed project for foundation fundraiser, sold over 3000 copies
- wildlife biologist and field technician in Ontario, Quebec and Yukon
- thousands of hours connecting children and families to nature outdoors - what fun

How about the amazing biodiversity arm of the Trust? I have been delighted to serve on the Islands Trust Conservancy Board over the previous term as well, as liaison to Executive Committee and vice chair since 2019. This team supports islanders in their goals to save special ecological areas of their islands; the “preserve” part of our preserve and protect mandate. The ITC has an international reputation for professional, science-based conservation and land management. It is very successful; holding around \$15 million in ecologically fragile land assets on behalf of all British Columbians. Combined with properties protected by public and non-profit conservation organizations, often collaborators, a total of 15,500 ha is protected land in the Islands Trust Area. That’s 20%. In addition, ITC also monitors, conducts restoration activities, engages 80+ private landholders in stewardship support, runs a Species at Risk program, and more.

This will be my third term representing Bowen citizens as a municipal Trustee and Councillor. I love Bowen and have been deeply involved in community life here, contributing to and leading various projects and committees before being elected in 2014. Cherish my 2011 Community Stewardship Award, in fact. I began as a daily commuter and renter. My husband and I raised our son on Bowen, and we run our consulting company from our home near Snug Cove.

To be part of the federation of islands in the Salish Sea “entrusted” with the mission to protect this special part of the world is wonderful. I see it as a sort of greenbelt between urban Metro Vancouver

and southern Vancouver Island. I have relished the opportunity to protect the Trust area’s beauty, wildlife, and unique island communities through Executive Committee. I look forward to doing more, while improving and moving faster to also address climate change, affordable housing and reconciliation.

Preserve and Protect: While public education is my professional focus, by working closely with others on Bowen I have helped to protect nature and access to it. In fact I have been involved in most of the municipal parks that have been created since Bowen became a municipality. In 2011 I was honoured to be presented with an Islands Trust Community Stewardship award. Today I also serve on the Ocean Watch Action Committee of the Átl’ka7tsem/Howe Sound Biosphere Region, and the BC Municipal Climate Leadership Council, beyond my elected duties.

Housing: I lived and was active in the Edmonton Housing Coop and other community coops for years, and have supported Bowen groups working towards addressing the affordable housing crisis as an elected citizen.

Agriculture: I have enjoyed helping Collins Farm continue to produce vegetables and berries.

Please consider me as one of your representatives to Executive Committee.

Sue Ellen Fast
Bowen Island Municipal Trustee and Councillor

Questions? Please get in touch. Looking forward to working together!

(604) 833-2418

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[spreaker.com/user/16703403/sue-ellen-fast](https://www.spreaker.com/user/16703403/sue-ellen-fast)

David Maude
Candidate for Vice Chair

By way of introduction, I am elected for my second term to Islands Trust from Mayne Island. I have been involved in local government for many years, including being the Chair of Ratepayers Associations, Advisory Planning Commissions, Ferry Advisory Committee and our Improvement District prior to being elected to the Trust. I also have participated in lesser roles on various commissions, task forces and other local government bodies.

I am interested in being elected to the role of Vice Chair as I feel I bring forward the patience and experience to act as a positive, fair and unbiased member of both the Executive and the Local Trust Committees that I would be chairing. People who have worked with me know me as a consensus builder, good listener and open minded. I am also known for speaking at meetings when I actually have something to contribute, rather than jumping in every conversation. I find keeping my comments short and simple helps to produce efficient and effective meetings.

I am supportive of the work of the Governance Committee and agree with all recommendations of the Governance Review by the consultants. I also support the efforts to request the Province undertake a review of the Trust as times have changed and from the fundamental need for First Nations participation in our Council to more meaningful definitions of our role as an Agency of the Province – long overdue, we need a clear direction and mandate in order to move forward as an efficient and effective body.

Thank you for your consideration.

Tim Peterson for Vice-Chair

Greetings fellow Trustees-elect,

I seek your support for election as vice-chair this term. My significant Trustee experience and strong island community leadership, grounded in cooperation and understanding, is what Islands Trust, Trust Council, and Local Trust Committees need at the Executive Committee level. I am proficient at chairing meetings both in-person and electronically, and have attended Association of Vancouver Island and Coastal Communities meetings, as well as training with the Local Government Leadership Academy. I have been invited to speak at Reconciliation events and to meet with First Nations leaders. I have built good working relationships with my MLA and MP, and correspond with them regularly.

As a third-term Trustee, I have a firm understanding of the structure of the Islands Trust, its Committees, and operations. I have served on the Regional Planning Committee, stepping up as acting chair on occasion, and was a member and Vice-Chair of the Trust Programs Committee for the last two years. In that capacity, I was acting chair for several meetings and was the alternate for the Financial Planning Committee. I was also on the Reconciliation Working Group Subcommittee of TPC. I supported the establishment of the new Governance Committee at the June 2022 Trust Council meeting and was elected to be part of its inaugural meetings until the end of this past term.

The Islands Trust faces a number of important challenges.

-Reconciliation with First Nations and ensuring Islands Trust policies are implemented using a framework of Truth and Reconciliation is extremely important, not only from a moral standpoint, but also to be leaders in enacting TRC Calls to Action, UNDRIP and DRIPA across the Trust Area. We must work to build meaningful relationships with the many First Nations who have been dispossessed from these islands, and ground this work in a spirit of cooperation and openness. We must address the lack of protection for cultural and ancestor resting sites, and we need to understand the aspirations of First Nations and learn where we have shared priorities. Collaborative decision-making is essential to the goal of working together with Indigenous voices and allies, preserving and protecting the Salish Sea and sacred places on the islands.

-Governance, and how the Trust operates and is structured is also crucial. I support a thorough exploration of the ideas and recommendations referenced in the Governance Report, both by Trust Council and the new Governance Committee, with a view to implement those that can be accomplished unilaterally and to carefully consider those that require amendments to the Act by the Province. The election procedure and term of office of Chair and Vice-Chairs that we face at the beginning of a new term is one important example. The procedure and timeline of the budgetary process is another subject that requires careful consideration and review. Ideally, this should be in harmony with the strategic planning process and long-term planning, and I strongly support an evaluation of these procedures.

-The review of the Policy Statement is another vital project, and the policies around the frequency and timing of such reviews also require attention. The present draft seeks to redress the absence of any reference to First Nations whatsoever, which is a valuable step towards meaningful reconciliation, and

one I completely support. Important decisions must be made on the content of Directive Policies, and Trust Council must carefully examine the balance between local autonomy and regional policies, the meaning of the object of the Islands Trust, and develop a clear vision of where we want and need to go in the future.

A key aspect of all of these goals is clear and open communication with the residents and land owners of the Trust Area. I see it as imperative for Trustees and Trust Council and its Committees to work harder at meaningfully engaging with our communities and First Nations, and to continue to build relationships and enhance communication with other levels of government.

As chairs of the Local Trust Committees, vice-chairs need to be good listeners first, respecting the unique character of each Local Trust Area, and the goals and aspirations of the community. They need to be able to allow for respectful communication, while maintaining order and focus on the LTC's decision-making process. Chairs should strive to be open-minded, and approachable to community members, trustees and staff by fostering an inclusive and respectful climate for local meetings.

If elected vice-chair, I will work hard to accomplish all of these goals in a collaborative and cooperative manner, to expand my understanding of the unique issues and challenges in each Local Trust Area, and to represent the residents and land owners of the Trust Area, and my fellow trustees, to the best of my ability.

I am a Lasqueti resident of 45 years. I am active in the local community, serving on the Community Association Board and the Health Centre Board, of which I was Chair for nine years. This experience involved literally hundreds of meetings, ultimately resulting in the completion of our Health Centre and securing long-term funding for its operation. I am an artist, musician, and performer; an avid gardener and cook, a volunteer and a community organizer. I have been a small business owner, and have worked at a variety of island-based occupations. I value the natural environment of our islands and recognize the varied threats to our environment from increased development pressures and climate change. I also recognize the threats to our communities and rural lifestyle from the challenges of housing availability and affordability, reduced community diversity, and the increasing difficulties of maintaining local services. I believe that working together we can address these challenges in a meaningful and productive way.

Expression of interest for a Trustee position on the Islands Trust Conservancy Board

To Whom It May Concern:

I would like to be considered for a Trustee position on the Board of the Islands Trust Conservancy. I have followed the history, governance, and accomplishments of the Conservancy since it was first conceived as the Islands Trust Fund Board.

Some of the most significant, and certainly the most time-honoured work by and for the Islands Trust has been, and I'm sure will continue to be done, by the Conservancy. Maintaining protected areas in the middle of intensely developed urban regions requires strong inter-agency cooperation and collaboration, and the Islands Trust Conservancy is exemplary in these efforts.

Decades ago when I was a Trustee, the Natural Area Protection Tax Exemption Program was envisioned by Trust Council (following a presentation from the San Juan Islands), and kept at the forefront by Trustee (later Chair) Kim Benson. I wrote articles about how exciting this prospect seemed at the time, and I'm even more hopeful about NAPTEP now that it has helped to preserve more than 370 acres of land in the Trust Area.

I use several Islands Trust publications to inform myself and share with friends, but my favourite is the Conservancy's quarterly newsletter, the *Heron*, which is ideal for showing children at school what island residents are doing to look after places that are special to them and their families. The Conservation Status documents that the Conservancy publishes for each island are particularly important in my volunteer work with local environmental organizations, and I'd like to see them updated every 5 years.

I belong to several Conservancy organizations in the Trust Area, including Gabriola Lands and Trails Trust (GaLTT), Salt Spring Island Conservancy, and Galiano Conservancy Association. I am heartened every time I hear of another project that these local organizations have worked on with ITC, and I hope many more such collaborative initiatives occur in the future.

The work that ITC has done on Reconciliation, since adopting the Declaration in 2109, provides a model for best practices, with training on First Nations identity, place, history, and the work we all must do to honour the Declaration. I expect that the conversations begun with First Nations in 2021 about property management will be valuable long into the future for First Nations, and for the Conservancy. Protecting and honouring culturally significant sites in the Trust Area is an essential part of Reconciliation, and goes hand in hand with learning, reflecting, and shared decision-making.

In 2021 the Nature Conservancy of Canada named eastern Vancouver Island one of 9 'eco-crisis-regions in Canada, and we see several of the Trust Area islands nearing their tipping point for the accepted threshold for ecosystem health. Everything that the ITC is doing to support the Object of the Islands Trust is more valuable than ever, and I would like to add my voice to these efforts as a member of the Islands Trust Conservancy Board.

With respect and thanks,

Susan Yates

Trustee-elect for Gabriola Island Local Trust Area



**November 19, 2022
Islands Trust Council**

FINANCE AND BUDGETING

Background:

Drafting of the Islands Trust 2023-24 budget is underway. In elections years, Financial Planning Committee reviews the draft budget in November, directs recommended changes to staff as required, and forwards the draft budget to Trust Council for their review at the Trust Council meeting in December.

Trust Council's budget review and discussion in December is a significant moment in the Islands Trust budget cycle. This is when Trust Council refines the draft budget to a point they agree it is ready to be put forward to the public for consultation and input. It is also when Trust Council must decide if a local trust committee project or initiative might be more appropriately funded solely by the property owners in the specific local trust area via special property tax requisition, instead of funded by the general Trust-wide property tax requisition.

To facilitate informed and knowledgeable budget discussions at the December Trust Council meeting, the following budgeting and finance session has been developed to ensure trustees are well positioned to understand the material they will be reviewing in the draft 2023-24 budget in December.

Purpose:

- 1 - To provide an overview of budgeting in the Public Sector context, and specific budget development processes at the Islands Trust.
 - 2 – To provide a high-level review of the current fiscal year 2022/23 approved budget.
 - 3 – To highlight some key financial management policies and processes at the Islands Trust, and briefly review results of first quarter financial results for the current fiscal year.
 - 4 – To review the assumptions and principles built into the draft 2023-24 budget. Specific key elements in the draft 2023-24 budget that have, or will potentially have, significant change from previous years.
-

Staff Resources: Julia Mobbs, Director, Administrative Services (DAS)
Russ Hotsenpiller, Chief Administrative Officer (CAO)

TIME	TOPIC	WHO
9:00am	Introduction	Trustee, Peter Luckham

TIME	TOPIC	WHO
9:05 am – 10:15 am	<ul style="list-style-type: none">• Budget Process and Timelines• Basic Principles of Budgeting• Overview of Approved 2022/23 Budget (current year) + Summary of Q1 Financial Results• Draft 2023/24 Budget Assumptions & Principles• Questions	DAS Mobbs



Islands Trust

Print Date: October 28, 2022

Resolutions Without Meetings Log

Trust Council

Resolution Number	Action	Date
2022-009	Carried	12-Oct-2022

DESCRIPTION: **Adopt amendment Bylaw No. 189**

It was Moved by Trustee Brent and Seconded by Trustee Wolverton:

That Trust Council adopt Bylaw No. 189, cited as 'Islands Trust Council Freedom of Information and Protection of Privacy Bylaw, 2022, Amendment Bylaw No. 1, 2022'

2022-008	Carried	24-Sep-2022
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DESCRIPTION: **Reschedule November Trust Council Meeting Date**

Pursuant to Trust Council RWM policy, the following resolution is considered urgent and cannot wait until the next regular business meeting.

- Whereas Trust Council Meeting Procedures Bylaw 101 states the first Trust Council meeting following a local election is to be held on the first Wednesday of November;
- Whereas pursuant to the Trust Council Meeting Procedures Bylaw 101, Trust Council scheduled the first meeting following the general local elections for November 1, 2, and 3, 2022;
- Whereas the Islands Trust Act, Section 6 states that trustees' terms of office begin on the first Monday in November, or the date they swear/affirm the Oath of Office, whichever is later;
- Whereas the first Monday of November in 2022 is after the first Wednesday of November;
- Whereas trustees cannot make decisions in the capacity as trustees until their term of office begins, and therefore cannot make decisions at a meeting if it was held before November 7, 2022; and
- Whereas meeting space at the meeting hotel is not available after November 7 until the week of November 14, 2022.

Therefore, it be MOVED by Trustee Maude and SECONDED by Trustee Grove that Trust Council reschedule the in person Trust Council meeting from November 1, 2, and 3, 2022 to the week of November 14, 2022.

ISLANDS TRUST COUNCIL
RESOLUTION WITHOUT MEETING MINUTES

RESOLUTION WITHOUT MEETING NO. TC-RWM-2022-009

The following matter is considered urgent and necessary in order for Trust Council to adopt Freedom of Information and Protection of Privacy Bylaw No. 189, Amendment Bylaw No. 1, 2022. The amendment to the Freedom of Information and Protection of Privacy bylaw is a technical amendment to correct a typographical error in the original FOI bylaw No. 188. Trust Council gave first, second and third readings to Bylaw 189 on September 20, 2022.

Trustees were notified, via email, of the call for resolution on October 11, 2022.

Trustees were notified, via email, of the call for the vote on October 11, 2022.

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

That Trust Council adopt Bylaw No. 189, cited as 'Islands Trust Council Freedom of Information and Protection of Privacy Bylaw, 2022, Amendment Bylaw No. 1, 2022'

<u>TRUSTEES CONTACTED</u>	<u>DATE VOTE RECEIVED</u>	<u>VOTE</u>
1. Alex Allen	October 11, 2022	In Favour
2. Laura Busheikin	October 11, 2022	In Favour
3. Paul Brent	October 11, 2022	In Favour
4. David Critchley	October 11, 2022	In Favour
5. Sue Ellen Fast	October 12, 2022	In Favour
6. Doug Fenton	October 11, 2022	In Favour
7. Peter Grove	October 11, 2022	In Favour
8. Michael Kaile	October 11, 2022	In Favour
9. Kees Langereis	October 11, 2022	In Favour
10. Peter Luckham	October 11, 2022	In Favour
11. David Maude	October 11, 2022	In Favour
12. Lee Middleton	October 11, 2022	In Favour
13. Laura Patrick	October 11, 2022	In Favour
14. Tim Peterson	October 12, 2022	In Favour
15. Tahirih Rockafella	October 11, 2022	In Favour
16. Dan Rogers	October 11, 2022	In Favour
17. Grant Scott	October 12, 2022	In Favour
18. Kate-Louise Stamford	October 11, 2022	In Favour
19. Jane Wolverton	October 11, 2022	In Favour
20. Steve Wright	October 11, 2022	In Favour

TRUSTEES VOTE NOT AVAILABLE

1. Scott Colbourne
2. Jeanine Dodds
3. Peter Johnston
4. Ben McConchie
5. Deb Morrison
6. Cameron Thorn

FINAL VOTE COUNT (20) IN FAVOUR (0) OPPOSED DECISION **CARRIED**

THE CHAIR DECLARED THE ABOVE RESOLUTION CARRIED PURSUANT TO SECTION 13 OF THE *ISLANDS TRUST ACT* ON October 12, 2022.

CHAIR'S SIGNATURE

RECORDER'S SIGNATURE

ISLANDS TRUST COUNCIL
RESOLUTION WITHOUT MEETING MINUTES

RESOLUTION WITHOUT MEETING NO. TC-RWM-2022-008

Pursuant to Trust Council RWM policy, the following resolution is considered urgent and cannot wait until the next regular business meeting.

- Whereas Trust Council Meeting Procedures Bylaw 101 states the first Trust Council meeting following a local election is to be held on the first Wednesday of November;
- Whereas pursuant to the Trust Council Meeting Procedures Bylaw 101, Trust Council scheduled the first meeting following the general local elections for November 1, 2, and 3, 2022;
- Whereas the Islands Trust Act, Section 6 states that trustees' terms of office begin on the first Monday in November, or the date they swear/affirm the Oath of Office, whichever is later;
- Whereas the first Monday of November in 2022 is after the first Wednesday of November;
- Whereas trustees cannot make decisions in the capacity as trustees until their term of office begins, and therefore cannot make decisions at a meeting if it was held before November 7, 2022; and
- Whereas meeting space at the meeting hotel is not available after November 7 until the week of November 14, 2022.

Therefore, it be MOVED by Trustee Maude and SECONDED by Trustee Grove that Trust Council reschedule the in-person Trust Council meeting from November 1, 2, and 3, 2022 to the week of November 14, 2022.

Trustees were notified, via email, of the call for resolution on September 23, 2022.

Trustees were notified, via email, of the call for the vote on September 23, 2022.

<u>TRUSTEES CONTACTED</u>	<u>DATE VOTE RECEIVED</u>	<u>VOTE</u>
1. David Maude	September 23, 2022	In Favour
2. Laura Patrick	September 23, 2022	In Favour
3. Laura Busheikin	September 23, 2022	In Favour
4. Jeanine Dodds	September 23, 2022	In Favour
5. Grant Scott	September 23, 2022	In Favour
6. Michael Kaile	September 23, 2022	In Favour
7. Sue Ellen Fast	September 23, 2022	In Favour
8. Kees Langereis	September 23, 2022	In Favour
9. Peter Grove	September 23, 2022	In Favour
10. Dan Rogers	September 23, 2022	In Favour
11. David Critchley	September 23, 2022	In Favour
12. Peter Johnston	September 23, 2022	In Favour
13. Tahirih Rockafella	September 23, 2022	In Favour
14. Doug Fenton	September 23, 2022	In Favour
15. Cameron Thorn	September 23, 2022	In Favour
16. Ben McConchie	September 23, 2022	In Favour
17. Deb Morrison	September 23, 2022	Opposed
18. Jane Wolverton	September 23, 2022	In Favour
19. Kate-Louise Stamford	September 23, 2022	Opposed
20. Peter Luckham	September 23, 2022	In Favour
21. Lee Middleton	September 24, 2022	In Favour
22. Paul Brent	September 24, 2022	In Favour
23. Alex Allen	September 24, 2022	In Favour

TRUSTEES VOTE NOT AVAILABLE

- 24. Steve Wright
- 25. Tim Peterson
- 26. Scott Colbourne

FINAL VOTE COUNT (21) IN FAVOUR (2) OPPOSED DECISION **(CARRIED)**

THE CHAIR DECLARED THE ABOVE RESOLUTION CARRIED PURSUANT TO SECTION 13 OF THE *ISLANDS TRUST ACT* ON September 24, 2022.

CHAIR'S SIGNATURE

RECORDER'S SIGNATURE

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Responsibility	Dates	Status
<p>1 That Trust Council consider approaching the Province of British Columbia to request additional funding for the Islands Trust annual budget, ensuring any request that goes forward is appropriately strategized in line with other requests currently being asked of the Province; and that Trust Council direct staff to work with Executive Committee and the Islands Trust Conservancy Board to strategize an approach for requesting additional funding from the Province.</p>	<p>Clare Frater Kate Emmings Russ Hotsenpiller</p>	<p>Meeting: 17-Sep-2019 Target: 31-Dec-2022</p>	<p>In Progress</p>
<p>2 That Islands Trust request the Province enhance the Trust's jurisdiction over tree cutting bylaws to make its jurisdiction equal to that of municipalities under section 8 of the Community Charter.</p>	<p>Russ Hotsenpiller</p>	<p>Meeting: 16-Sep-2020 Target: 21-Jun-2022</p>	<p>In Progress</p>
<p>3 That Trust Council prioritize public engagement tools and approaches as a priority topic for future learning opportunities.</p>	<p>Russ Hotsenpiller</p>	<p>Meeting: 21-Sep-2021 Target: 06-Dec-2022</p>	<p>In Progress</p>
<p>4 In cooperation with Executive Committee, provide a list of needed resources in priority order to advance the Trust's reconciliation activity with First Nations in British Columbia that Council may debate and endorse for advocacy to British Columbia.</p>	<p>Clare Frater Russ Hotsenpiller</p>	<p>Meeting: 22-Sep-2022 Target: 14-Mar-2023</p>	<p>In Progress</p>
<p>5 Trust Council host a panel session about housing challenges and solutions in the Islands Trust Area as part of trustee education.</p>	<p>Russ Hotsenpiller Stefan Cermak</p>	<p>Meeting: 22-Sep-2022 Target: 14-Mar-2023</p>	<p>In Progress</p>

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Responsibility	Dates	Status
6 That Trust Council coordinate a round table on housing, to include BC Housing, key ministers, housing leaders from island communities, and others, within the first six months of the new term.	Russ Hotsenpiller Stefan Cermak	Meeting: 22-Sep-2022 Target: 23-Mar-2023	In Progress

Director Legislative Services

Activity	Responsibility	Dates	Status
1 Trust Council requested Executive Committee follow up with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) around forest management.	Clare Frater David Marlor	Meeting: 12-Mar-2020 Target: 06-Dec-2023	In Progress
2 That Trust Council request staff to recommend amendments to Trust Council Policy 6.3.2 to address the use of unspent special property tax requisition funds on new programs or initiatives when the original program or initiative remains ongoing.	David Marlor Julia Mobbs	Meeting: 15-Sep-2020 Target: 06-Dec-2022	In Progress
3 Trust Council asked staff to provide recommendations about how to broaden engagement and capacity building within local communities, particularly with respect to involving First Nations, in the work of the Islands Trust Area.	Clare Frater David Marlor	Meeting: 10-Mar-2021 Target: 06-Dec-2022	In Progress

Follow Up Action Report

Trust Council

Director Legislative Services

Activity	Responsibility	Dates	Status
4 That the Islands Trust Chair, on behalf of Council, submit a letter to the Lieutenant Governor in Council making the review request under Section 8(2)(e) of the Islands Trust Act as resolved, to conduct a review of Islands Trust mandate, governance, and structure.	David Marlor	Meeting: 21-Jun-2022 Target: 17-Nov-2022	Completed
5 Conduct RWM to adopt Bylaw No. 189, cited as "Islands Trust Council Freedom of Information and Protection of Privacy Bylaw, 2022, Amendment Bylaw No. 1, 2022"	David Marlor	Meeting: 21-Sep-2022 Target: 17-Nov-2022	In Progress
6 Finalize policy amendments as adopted to support the Governance Committee. Policies 2.3.1 - 2.3.2 - 2.3.3 - 2.3.4 and 2.3.5.	David Marlor	Meeting: 21-Sep-2022 Target: 17-Nov-2022	Completed

Director of Planning Services

Activity	Responsibility	Dates	Status
1 Staff to work with the Regional Planning Committee to review policies and fees related to the Agricultural Land Commission Exclusion Regulation which comes into effect October 1, 2020.	Stefan Cermak	Meeting: 15-Sep-2020 Target: 06-Dec-2022	In Progress
2 Finalize as approved Trust Council policies 6.2.1, "Priority Setting / Review Guidelines" as amended and 6.7.1, "Work Program, Follow-Up Action Lists, and Priority Charts" as presented in Attachments 3 and 4.	Stefan Cermak	Meeting: 21-Sep-2022 Target: 17-Nov-2022	Completed

Follow Up Action Report

Trust Council

Director of Planning Services

Activity	Responsibility	Dates	Status
3 Establish criteria to guide selection of the LTC projects to be undertaken, including an evaluation process that determines priorities on the basis of need and regional equity.	Stefan Cermak	Meeting: 21-Sep-2022 Target: 15-Mar-2023	In Progress
4 Chair to write to the Province to outline the particular housing affordability challenges in the Trust Area and request that the Province explore what can be done to create housing solutions specific to rural islands in the Trust Area, including options for stable, secure funding.	Clare Frater Stefan Cermak	Meeting: 22-Sep-2022 Target: 06-Dec-2022	In Progress
5 Executive Committee to develop a communications strategy and materials to support awareness of the housing affordability advocacy request and rationale.	Clare Frater Stefan Cermak	Meeting: 22-Sep-2022 Target: 14-Mar-2023	In Progress
6 Trust Council host a panel session about housing challenges and solutions in the Islands Trust Area as part of trustee education.	Russ Hotsenpiller Stefan Cermak	Meeting: 22-Sep-2022 Target: 14-Mar-2023	In Progress
7 That Trust Council coordinate a round table on housing, to include BC Housing, key ministers, housing leaders from island communities, and others, within the first six months of the new term.	Russ Hotsenpiller Stefan Cermak	Meeting: 22-Sep-2022 Target: 23-Mar-2023	In Progress
8 Trust Council refer the concept of "carrying capacity" to the Regional Planning Committee for study.	Stefan Cermak	Meeting: 22-Sep-2022 Target: 06-Dec-2022	In Progress

Follow Up Action Report

Trust Council

Director of Planning Services

Activity	Responsibility	Dates	Status
9 Amend Policy 6.2.1. as resolved in item 9.2.2 of minutes and associated attachment, finalize policy as adopted, update in EDM and post to website. Policy 6.7.1. adopt as presented in attachment 4, update EDM and post to website.	Robert Barlow Stefan Cermak	Meeting: 21-Sep-2022 Target: 17-Nov-2022	Completed

Director, Administrative Services

Activity	Responsibility	Dates	Status
1 That Trust Council request staff to recommend amendments to Trust Council Policy 6.3.2 to address the use of unspent special property tax requisition funds on new programs or initiatives when the original program or initiative remains ongoing.	David Marlor Julia Mobbs	Meeting: 15-Sep-2020 Target: 06-Dec-2022	In Progress
2 Enroll the new term of Trustees in the Union of British Columbia Municipalities (UBCM) enhanced benefits plan with the Employee & Family Assistance Plan add-on	Julia Mobbs	Meeting: 21-Sep-2022 Target: 06-Dec-2022	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
<p>1 That Trust Council consider approaching the Province of British Columbia to request additional funding for the Islands Trust annual budget, ensuring any request that goes forward is appropriately strategized in line with other requests currently being asked of the Province; and that Trust Council direct staff to work with Executive Committee and the Islands Trust Conservancy Board to strategize an approach for requesting additional funding from the Province.</p>	<p>Clare Frater Kate Emmings Russ Hotsenpiller</p>	<p>Meeting: 17-Sep-2019 Target: 31-Dec-2022</p>	<p>In Progress</p>
<p>2 Trust Council requested Executive Committee follow up with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) around forest management.</p>	<p>Clare Frater David Marlor</p>	<p>Meeting: 12-Mar-2020 Target: 06-Dec-2023</p>	<p>In Progress</p>
<p>3 That Trust Council request that the Executive Committee support Bowen Island Municipality in its efforts to oppose recreational use of motorized vehicles on Mount Gardner Crown land, subject to Bowen Island's Municipality First Nations consultation.</p>	<p>Clare Frater</p>	<p>Meeting: 17-Jun-2020 Target: 06-Dec-2022</p>	<p>In Progress</p>
<p>4 Cooperate and work with Dr. Tara Martin's delegation re data sharing of Coastal Douglas-fir.</p>	<p>Clare Frater</p>	<p>Meeting: 17-Jun-2020 Target: 06-Dec-2022</p>	<p>In Progress</p>

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
5 That Trust Council issue a NAPTEP certificate for the R. Leader property (Parcel Identifier 000-395-081) subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for NAPTEP.	Clare Frater Kate Emmings Kathryn Martell	Meeting: 03-Dec-2020 Target: 06-Dec-2022	In Progress
6 Trust Council asked staff to provide recommendations about how to broaden engagement and capacity building within local communities, particularly with respect to involving First Nations, in the work of the Islands Trust Area.	Clare Frater David Marlor	Meeting: 10-Mar-2021 Target: 06-Dec-2022	In Progress
7 That Trust Council request staff to provide a report outlining potential options for how the Trust and local trust committees can engage and assist with the Coast Guard Oil Spill response planning process.	Clare Frater	Meeting: 22-Sep-2021 Target: 06-Dec-2022	In Progress
8 Proclaim June 8, 2022, to June 7, 2023 "Year of the Salish Sea", to raise public awareness about a healthy Salish Sea and learn from Indigenous Nations on how to improve its health and management for the benefit of future generations.	Clare Frater	Meeting: 08-Mar-2022 Target: 07-Jun-2023	In Progress
9 Format the draft Policy Statement as requested by Trust Council (TC) resolutions under item 6.2.3, reaffirm Reconciliation Declaration to be responsive to First Nations' engagement on the Policy Statement as dictated by UNDRIP. Request from Council to Trust Programs Committee for further review and bring to September's TC meeting.	Clare Frater	Meeting: 22-Jun-2022 Target: 20-Sep-2022	Completed

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
<p>10 Annual Report draft approved for final submission to Minister and circulation per policy.</p>	Clare Frater	Meeting: 22-Jun-2022 Target: 20-Sep-2022	Completed
<p>11 Trust Council approved issuance of an increased Natural Area Exemption Certification for the application to expand of the Nighthawk Hill NAPTEP area subject to registration of an appropriate expanded conservation covenant with the Islands Trust Conservancy.</p>	Clare Frater Kate Emmings Kathryn Martell	Meeting: 02-Dec-2021 Target: 31-Oct-2022	In Progress
<p>12 Policy Statement Amendment Project - Amend draft Bylaw No. 183 as directed by adopted resolutions.</p>	Clare Frater	Meeting: 21-Sep-2022 Target: 14-Mar-2023	In Progress
<p>13 Continue to build staff-to-staff relationships with First Nations who provided input to the Policy Statement Amendment Project in Phases 1 and 2 of early and meaningful engagement, and provide additional capacity funding to support continued First Nations engagement on this project.</p>	Clare Frater	Meeting: 21-Sep-2022 Target: 14-Mar-2023	In Progress
<p>14 Coordinate the provision of expert advice and training to the incoming Trust Council, early in the new term, on the theme of public engagement and consultation, building on lessons learned from the first three phases of Islands 2050 public engagement from 2019 - 2022.</p>	Clare Frater	Meeting: 21-Sep-2022 Target: 01-Jun-2022	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
15 Prepare a new Policy Statement Amendment Project Charter and Communications Strategy for the consideration of the incoming Executive Committee and Trust Council in early 2023.	Clare Frater	Meeting: 21-Sep-2022 Target: 14-Mar-2023	In Progress
16 Conduct RWM Adopt Bylaw No. 190 cited as "Islands Trust Council Natural Area Exemption Certificate Fees Bylaw No. 115, 2006, Amendment Bylaw No. 1, 2022".	Clare Frater	Meeting: 21-Sep-2022 Target: 17-Nov-2022	In Progress
17 Finalize as approved new Policy 2.1.16 "Guidelines for Executive Committee Sponsored or Islands Trust Conservancy Initiated NAPTEP Applications".	Clare Frater	Meeting: 21-Sep-2022 Target: 17-Nov-2022	In Progress
18 Finalize as approved revised History and Heritage Conservation Grants-in-Aid Policy 2.1.14.	Clare Frater	Meeting: 21-Sep-2022 Target: 17-Nov-2022	In Progress
19 In cooperation with Executive Committee, provide a list of needed resources in priority order to advance the Trust's reconciliation activity with First Nations in British Columbia that Council may debate and endorse for advocacy to British Columbia.	Clare Frater Russ Hotsenpiller	Meeting: 22-Sep-2022 Target: 14-Mar-2023	In Progress
20 Chair to write to the Province to outline the particular housing affordability challenges in the Trust Area and request that the Province explore what can be done to create housing solutions specific to rural islands in the Trust Area, including options for stable, secure funding.	Clare Frater Stefan Cermak	Meeting: 22-Sep-2022 Target: 06-Dec-2022	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
<p>21 Executive Committee to develop a communications strategy and materials to support awareness of the housing affordability advocacy request and rationale.</p>	<p>Clare Frater Stefan Cermak</p>	<p>Meeting: 22-Sep-2022 Target: 14-Mar-2023</p>	<p>In Progress</p>

Islands Trust Council Goals	Executive Committee	Islands Trust Conservancy
<ol style="list-style-type: none"> 1. Ecosystem Preservation and Protection 2. Ensure human activity and development are compatible with maintenance of Trust Area ecosystems 3. Sustain Island Character and Healthy Communities 4. Effective, Efficient and Collaborative Governance 	<ol style="list-style-type: none"> 1. Islands Trust Act Amendments 2. Update Islands Trust Policy Statement 3. Climate Change Emergency 4. Business Response to COVID-19 5. First Nations Reconciliation 5. Preserve and protect marine ecosystems 	<ol style="list-style-type: none"> 1. Strategic Planning/Administration 2. Covenant and Property Acquisitions 3. Property and Covenant Management 4. Communications 5. Fundraising and Conservancy Support
Financial Planning Committee	Regional Planning Committee	Trust Programs Committee
<ol style="list-style-type: none"> 1. Budget 2023/24: Draft 1 Review 2. Budget 2023/24 Public Consultation: Planning 3. Financial Policy Review 	<ol style="list-style-type: none"> 1. Manage Trust Council Strategic Plan Action Items 1.2. (protect CDF), 2.2. (map eelgrass) 2.3. (foreshore policies), 2.4. (freshwater management), 2.5. (aquifers), 4.4iii., 4.4 iv., and 4.8 (housing) 	<ol style="list-style-type: none"> 1. Policy Statement Amendment Project 2. Secretariat Role to Forums within the Trust Area 3. Stewardship Education Program



Northern Islands

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

Ballenas-Winchelsea Islands

- . OCP / LUB Review

Denman Island

- . Denman Housing Review Project - Phase 1
- . Farming Regulations Review Project
- . Comprehensive Official Community Plan / Land Use Bylaw Amendment

Gabriola Island

- . Develop Ecological Protection Zone
- . Review and update DAI bylaw
- . Density Donation Outreach Program

Gambier Island

- . Gambier OCP & LUB Targeted Review
- . Keats Island Shoreline Protection Project - Phase 3
- . Riparian Areas Regulation

Southern Islands

Galiano, Mayne, North Pender,
South Pender, Saturna

Galiano Island

- . Groundwater Sustainability
- . Rezoning of DL 64, 68, 72, 87

Mayne Island

- . Flexible Housing Regulations and Policy Review
- . Housing Options Project - Part 1 of next Phase
- . OCP and LUB Minor Amendments
- . Groundwater Sustainability Project

North Pender Island

- . Groundwater Sustainability Project
- . LUB Review Project
- . Soil bylaw

Saturna Island

- . LUB/OCP Minor Amendments

South Pender Island

- . Land Use Bylaw Amendments Project
- . Minor OCP Amendments
- . Shoreline Review Project



Northern Islands

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

Hornby Island

- . Comprehensive OCP Review
- . Four Corners Neighbourhood Plan (OCP)
- . Amend the OCP and LUB with regards to the Rural Residential land use designation and R2 zoning regarding Minimum Average Lot Area.

Lasqueti Island

- . OCP/LUB Review
- . Amend the Meeting Procedures Bylaw

Thetis Island

- . Thetis OCP & LUB Amendment Project
- . Shoreline and Coastal Protection Strategy
- . Soil Removal Bylaw

Salt Spring

Salt Spring Island

- . Housing Action Program
- . Ganges (Shiya'hwt/Syowt) Village Planning
- . Protection of the Coastal Douglas-fir and Associated Ecosystems: An Islands Trust Tool Kit (2018)
- . Water Sustainability - coordinate multiple jurisdictions in planning for water sustainability and watershed protection.



September 23, 2022

Ref: 270776

Peter Luckham, Chair
Islands Trust
200-1627 Fort St
Victoria BC V8R 1H8

Dear Chair Luckham:

Thank you for your letter of July 8, 2022, requesting a recommendation to the Lieutenant Governor in Council to undertake a provincial review of the Islands Trust mandate, governance and structure. The Ministry of Municipal Affairs has responsibility for the *Islands Trust Act* and would be responsible for policy work to support any review that may be undertaken. I appreciate that there are a number of challenges facing the Islands Trust that you have identified in your letter.

The recent governance and management review undertaken by the Islands Trust has highlighted a number of actions the Islands Trust can take within its existing authorities to address some of the emerging concerns and pressures, and I encourage you to look at these opportunities. In addition, with local elections being held on October 15, 2022, the ministry wants to understand the perspectives and opinions that the newly elected Trust Council has on the requested review.

I look forward to learning of the measures being taken by the Trust in response to the governance and management review and in relation to the broader issues that are raised in the context of this request for a review of the Islands Trust governance, mandate and opportunities for alignment with the principles of the Declaration Act.

Thank you again for writing.

Sincerely,

Nathan Cullen
Minister



November 19, 2022
Islands Trust Council
ELECTIONS FOR EXECUTIVE COMMITTEE AND ISLANDS TRUST CONSERVANCY

Purpose:


1. To elect the Chair and three Vice Chairs of Trust Council (Islands Trust Executive Committee).
2. To elect two trustees to the Islands Trust Conservancy Board.

Resources:

Russ Hotsenpiller, Chief Administrative Officer (CAO)
 David Marlor, Director, Legislative Services (DLS)

TIME	TOPIC	WHO
11:15 am – 12:00 pm	1. Election for Chair a. Nominations b. Election of a trustee scrutineer by Trust Council resolution c. Voting by secret ballot d. Announce result of vote	Presiding Officer, DLS Marlor
	2. Election for Vice-Chairs (3 positions) a. Nominations b. Election of a trustee scrutineer by Trust Council resolution c. Voting by secret ballot d. Announce results of vote	
	3. Election for Islands Trust Conservancy (2 positions) a. Nominations b. Election of a trustee scrutineer , by Trust Council resolution c. Voting by secret ballot d. Announce results of vote	

**Islands Trust Council Meeting Schedule
December 6-8, 2022
Electronic**

TUESDAY, DECEMBER 6	WEDNESDAY, DECEMBER 7	THURSDAY, DECEMBER 8
	9:00 Standards of Conduct/Conflict of Interest/FOI 10:00 First Nations Session/Reconciliation Action Plan Reece Harding - presentation	9:00 Eli Mina Governance Session
1:00 CALL TO ORDER	11:00 BREAK	11:00 BREAK
Executive General Business Arising Ratification of Council Committee Members Trust Council 2023 Schedule Trustee Roundtable	11:15 CONTINUED - First Nations Session/Reconciliation Action Plan Reece Harding - presentation	11:15 Eli Mina Governance Session - continued
2:00 Trust Area Services Policy Statement		
3:00 BREAK	12:00 LUNCH	12:00 ADJOURNMENT (approximate)
3:15 Budget 2023-2024	1:00 Strategic Planning / Projects Local Trust Committees	
5:00 BREAK	3:00 BREAK	
	3:15 Budget 2023-2024	
7:00 – 9:00 DELEGATIONS & PUBLIC COMMENTS Tentatively scheduled for this time		
	5:00 ADJOURN FOR THE DAY (approximate)	