



Trust Council

Minutes of a Regular Meeting

Date: December 3 to December 5, 2024
Location: Coast Victoria Hotel, Ballroom
146 Kingston Street, Victoria BC, V8V 1V4

Executive Members Present:

1. Peter Luckham, Trust Council Chair, Thetis Trustee
2. Tobi Elliott, Vice-Chair, Gabriola Trustee
3. David Maude, Vice-Chair, Mayne Trustee
4. Timothy Peterson, Vice-Chair, Lasqueti Trustee

Members Present:

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

Staff Present:

Rueben Bronee, Chief Administrative Officer
Julia Mobbs, Director, Administrative Services
David Marlor, Director, Legislative and Information Services
Clare Frater, Director, Trust Area Services
Stefan Cermak, Director, Planning Services
Joe Elliott, Senior Indigenous Relations Advisor
Jeffery Lloyd, Senior Technical Analyst
Daphne Shaed, Computer Application Support Technician
Alexandra Trifonidis, Executive Coordinator
Lisa Millard, Meeting Administrator/Recorder

Members of the public present: There were two members of the public in attendance.

TUESDAY DECEMBER 3, 2024

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

1. CALL TO ORDER

Chair Luckham called the meeting to order at 1:00 p.m. He acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

2. TERRITORIAL ACKNOWLEDGEMENT

Songhees Nation Knowledge Keeper Melissa Barnhard, of the ləkʷəŋən People, introduced herself and welcomed Trust Council to the meeting being held on land that is traditionally known to be a sacred burial ground. Trust Area Services Director Frater blanketed Barnhard who explained that Director Frater followed the tradition of wearing the blanket before presenting it as a gift as an indication of safeness.

3. APPROVAL OF AGENDA

3.1 Review of the Agenda

The following amendments to the agenda were presented for consideration:

- 20.3 BC Ferries Advisory Committee report to be provided; and
- 20.5 Freighter Anchorages/Oceans Protection Plan (OPP) report to be provided.

3.2 Approval of the Agenda

By general consent the agenda was approved as amended.

Trustee Dodds joined the meeting at 1:30 p.m.

4. RESPECTFUL MEETING CONDUCT

The Chair noted the necessity of ensuring civil and orderly discussion and debate and the importance of allowing all those that wish to speak the opportunity to do so.

The Chair spoke to the Executive Committee's decision to remove the September Trust Council livestream from the website following advice provided by staff. He acknowledged the lack of communication to Trustees regarding the decision was unfortunate.

Discussion ensued and the following points were noted:

- A complaints resolution procedure and code of conduct policy are in place;
- The recording has been removed and there is no mechanism for Trustees to review it and address questions;
- The issues were conduct at the meeting and others not addressing said conduct during the meeting; and
- The manner in which Executive Committee handled the complaint should be discussed.

TC-2024-093

It was MOVED by Trustee Evans, and SECONDED by Trustee Gauvreau, that Trust Council take this topic to a Committee of the Whole for better discussion, date to be determined.

It was MOVED by Trustee Evans, and SECONDED by Trustee Gedye, to amend the motion by replacing the words “this topic” to “Code of Conduct”.

TC-2024-094

It was MOVED by Trustee Evans and SECONDED by Trustee Fast, to amend the amendment by replacing the words “this topic” to “the September meeting conduct.”

CARRIED

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

that Trust Council take the September meeting conduct topic to a Committee of the Whole for better discussion, date to be determined.

CARRIED

5. GENERAL BUSINESS ARISING

5.1 Consent Agenda Items

5.1.1 Draft September 2024 Trust Council Quarterly Meeting Minutes

The following amendments to the minutes were presented for consideration:

- Page 7 under motions TC-2024-066 and TC-2024-067 include vote tally; and
- Page 11, Item 9.2.1, remove second bullet point that reads: “Draft policy generally meets the Regional Planning Committee’s understanding of the ombudspersons recommendations.”

By general consent the minutes were adopted, as amended.

A Trustee indicated they believed the September 26, 2024 in-camera meeting ended later than 11:15 a.m. Staff will check the records and provide follow up.

Trustee Campbell stated he did not leave the September 26, 2024 in-camera meeting. Staff will check the records and provide follow up.

5.1.2 Trust Council Follow-Up Action List

Discussion ensued.

Trustee Gedye left the meeting at 2:45 p.m. and returned at 2:50 p.m.

Trustee Scott left the meeting at 2:46 p.m. and returned at 2:52 p.m.

Trustee Lironi left the meeting at 2:46 p.m. and returned 2:52 p.m.

TC-2024-095

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

that Trust Council request time is scheduled at a future Trust Council or Committee of the Whole meeting for all staff and trustees to participate in the clean up of Trust Council Follow Up Action List and that appropriate information is provided in an easy to use format in advance.

DEFEATED

TC-2024-096

It was MOVED by Trustee Borthwick, and SECONDED by Trustee Fast, that Trust Council request staff remove Item No.2 from the Director of Legislative Services section of the Follow Up Action List.

CARRIED

5.1.3 Resolution without Meeting Report

Receive for information.

5.1.4 Islands Trust Active Priorities Chart

Receive for information.

By general consent Islands Trust Council adopted the recommendations as presented in items 5.13 and 5.14.

Trustee Dodds left the meeting at 3:03 p.m.

5.1.4.1 Executive Committee Work Program Report

Chair Luckham provided a verbal report.

By general consent Trust Council approved the Executive Committee Work Program Report as presented.

5.1.4.2 Governance Committee Work Program Report

Committee Chair Gedye provided a verbal report on the priorities of the committee.

TC-2024-097

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

that Trust Council request the Governance Committee move the topic "Election of Executive Committee", and possible re-election during same term, be moved to Urgent High Priority quadrant of the Governance Committee work program matrix.

CARRIED

By general consent Trust Council approved the Governance Committee Work Program Report as amended.

5.1.4.3 Financial Planning Committee Work Program Report

Committee Chair Bernardo provided a verbal report.

By general consent Trust Council approved the Financial Planning Committee Work Program Report as presented.

5.1.4.4 Regional Planning Committee Work Program Report

Committee Chair Patrick provided a verbal report and indicated the Bylaw Enforcement Review project will not complete this fiscal year.

By general consent Trust Council approved the Regional Planning Committee Work Program Report as presented.

5.1.4.5 Trust Programs Committee Work Program Report

Committee Chair Evans provided a verbal report on the work of the committee.

TC-2024-098

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

that Trust Council request that the Xwe' et tay / Lasqueti Archeology Project Presentation be considered by Trust Programs for a future educational webinar.

CARRIED

By general consent Trust Council approved the Trust Programs Committee Work Program Report as presented.

The Chair reordered item 5.1.4.6 to be discussed after item 6 to honour the Delegations start time.

5.2 Discussion / Decision Items

5.2.1 Trustee Roundtable

The roundtable did not occur due to time constraints.

The meeting was recessed for a break at 3:35 p.m. and reconvened at 3:50 p.m.

6. ENGAGEMENT / COLLABORATION

6.1 Delegations

6.1.1 J Roe - Veins of Life Watershed Society

The delegate sent regrets they were unable to attend.

6.1.2 J Starke - Capital Regional District / Rural Housing Program

Justine Starke, Manager, Service Delivery Southern Gulf Islands Electoral Area, provided a presentation on the Capital Regional District's Rural Housing Program and highlighted the following:

- Rural Housing Program will support non-profit sector, provide incentives to build accessory dwelling units, provide pre-development funding, and leverage additional funding; and
- Islands Trust can support the program through land use planning, implementing the housing tool kit, aligning floor area across the Trust Area to support modular pre-fabricated home models, and consider what can be done economically.

6.1.3 Mayor Leonard - Bowen Island Municipality

Mayor Leonard spoke to Trust Council's letter to the Province requesting a wide ranging governance review and the following comments were noted:

- Trust Council also sent a letter to the Province in 2022 with reference to the Trust’s own governance review and the reply indicated there were a number of actions the Trust could take on their own behalf;
- Given points made in the letter, and conflicts within the elected body of the Trust, Bowen Island Municipal Council can not support any direction of resources to engagement on the Islands Trust Policy Statement or the request for a comprehensive governance review; and
- The Bowen Island Municipal Council asks that Trust Council advocate for its own solutions, undertake a proper strategic process, and consult with stakeholders in spirit of the existing protocol agreement.

6.1.4 M Leichter - Keep Salt Spring Sustainable

The delegate spoke to Trust Council’s letter dated October 16, 2024 sent to the Minister of Municipal Affairs in which it states the term “unique amenities” is undefined in the *Islands Trust Act* and noted the following:

- The term “unique amenities” was defined in the 1986 *Islands Trust Position Paper No. 1*; and
- Analysis of capacity to sustain current population, and the outcome of the request for a governance review, must be received before revising the Trust Policy Statement.

6.1.5 J Margison - Friends of the Gulf Islands Society

The delegate spoke to current work of Trust Council on the Trust Policy Statement and noted the following:

- The *Islands Trust Act* requires that Trust Council focus on protecting the Trust area as a whole with responsibility being executed through Trust Council’s budgeting authority and Executive Committee’s responsibility to ensure bylaws align with the Trust Policy Statement and these elements ensure local trust committees do not act independently;
- Changes to the Trust Policy Statement undermine the oversight roles of the Executive Committee and the Province and removing, or changing, definitions dilute effectiveness of the Trust Policy Statement; and
- They ask that Trust Council voice their commitment to uphold the mandate to preserve the natural environment.

6.2 Public Comments

A member of the public stated the mandate was established out of concern that the rural and natural character of the islands be preserved and protected, and if the mandate is to be achieved the values associated with it need to continue to be committed to.

Following the conclusion of public comments the order of the agenda continued at 5.1.4.6.

5.1.4.6 Islands Trust Conservancy Report

Island Trust Conservancy Board Chair Smith spoke to a letter sent to Trust Council regarding Trust Council’s request for a governance review. She noted Islands Trust Conservancy was not consulted on the content

of the letter sent to the Minister and requested that Trust Council consult with Islands Trust Conservancy on matters that have a direct effect them as per Bylaw No. 86.

By general consent the Islands Trust Conservancy Report was received for information.

7. EXECUTIVE

7.1 Consent Agenda Items

7.1.1 New Islands Trust Chief Administrative Officer Introduction

Chief Administrative Officer Rueben Bronee introduced himself and thanked Director Mobbs for her work as Interim Chief Executive Officer and staff for welcoming him during his first week. He provided details about his experience and background, his role in supporting elected officials by providing evidence based advice, and spoke of opportunity to focus on relevance of Islands Trust.

7.1.2 Interim Chief Administrative Officer's Report

Receive for information.

7.1.3 Strategic Plan Quarterly Report

Receive for information.

7.1.4 Executive Committee Union of BC Municipalities Report

Receive for information.

It was noted that on page 1 of the report, second paragraph, Trustee Patrick was incorrectly identified as Chair of the Salt Spring Island Local Trust Committee.

By general consent Islands Trust Council adopted the recommendation as presented in items 7.1.2 to 7.1.4.

7.2 Discussion / Decision Items

7.2.1 Proposed 2025/26 Trust Council Meeting Schedule - Request for Decision

Discussion ensued and the following comments were noted:

- Preference that Committee of the Whole meetings be scheduled in advance; and
- Exploration of alternate venues due to positive effect of holding them in small communities.

TC-2024-099

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

that Trust Council adopt quarterly meeting dates to the end of fiscal 2025/26 of:

- a) March 11 – 13, 2025

- b) June 17 – 19, 2025
- c) September 16 – 18, 2025
- d) December 2 – 4, 2025; and,
- e) March 10 – 12, 2026

CARRIED

TC-2024-100

It was MOVED by Trustee Yates, and SECONDED by Trustee Stamford, that Trust Council adopt quarterly meeting locations to the end of fiscal 2025/26:

- a) March 2025, Nanaimo, BC
- b) June 2025, Salt Spring Island, BC
- c) September 2025, Gabriola Island, BC
- d) December 2025, Victoria, BC; and,
- e) March 2026, Duncan, BC

CARRIED

TC-2024-101

It was MOVED by Trustee Morrison, and SECONDED by Trustee Allen, that Trust Council request staff to explore options for the December, 2025 and March, 2026 meeting to be in the Trust Area.

CARRIED

The Chair reordered Item 7.2.2 to be discussed Wednesday, December 4.

The meeting was recessed for the day at 5:42 p.m.

WEDNESDAY DECEMBER 4, 2024

Chair Luckham reconvened the meeting at 9:02 a.m.

8. CLOSED MEETING

TC-2024-102

It was MOVED by Trustee Peterson, and SECONDED by Trustee Allen, that the Islands Trust Council close this meeting to the public subject to Part 4, Division 3, Section 90(1)(g) and (i) of the *Community Charter*:

- (g) litigation or potential litigation affecting the municipality; and
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

and that staff be invited to attend the closed session.

CARRIED

The regular meeting was closed to the public at 9:03 a.m. and reconvened at 11:05 a.m.

Trustee Lironi left the meeting at 11:05 a.m.

9. RISE AND REPORT

Chair Luckham rose and reported that a motion was passed during the in-camera session that Trust Council release the Young Anderson legal opinion of November 13, 2024 relating to the interpretation of Section 3 provided to Trust Council to the public.

TC-2024-103

It was MOVED by Trustee Elliott, and SECONDED by Trustee Fast, that Trust Council revisit the interpretation of unique amenities from Trust Council of March, 2021 and its interpretation of September, 2023, in a Committee of the Whole, as the basis to revisit this Council's interpretation of the Object, in light of public correspondence and the updated legal opinion received.

TC-2024-104

It was MOVED by Trustee Patrick, and SECONDED by Trustee Peterson, that Trust Council amend the motion by removing the words "public correspondence and".

CARRIED

TC-2024-105

It was MOVED by Trustee EVANS, and SECONDED by Trustee Allen, that Trust Council amend the motion by removing the words "of March 2021 and".

CARRIED

TC-2024-106

It was MOVED by Trustee Elliott, and SECONDED by Trustee Evans, that Trust Council amend the motion by replacing the words "revisit the" with the words "clarify its", replace the second "interpretation" with "discussion", and remove "as the basis to revisit this Council's interpretation of the object and".

CARRIED

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

that Trust Council clarify its interpretation of unique amenities from Trust Council's discussion of September, 2023, in a Committee of the Whole, in light of the updated legal opinion received.

CARRIED

Item 7.2.2 was deferred from Tuesday, December 2.

7.2.2 Trust Council Review of 2022 Governance Report - Request for Decision

Director Mobbs summarized the Request for Decision.

Discussion ensued.

TC-2024-107

It was MOVED by Trustee Gedye, and SECONDED by Trustee Boland, that Trust Council review the 2022 Governance Review in 2025 in a specifically dedicated Committee of the Whole session.

TC-2024-108

It was MOVED BY Trustee Elliott, and SECONDED by Trustee Yates, that Trust Council request addition of the words "...supported by analysis and recommendations by the Governance Committee, and staff" following the words "Whole session...."

CARRIED

Discussion on the motion paused while the meeting was recessed for a break at 12:04 p.m. and reconvened at 1:00 p.m.

Trustee Maberley joined the meeting at 1:00 p.m.

Trustee Lironi returned to the meeting at 1:00 p.m.

Discussion on the motion continued.

TC-2024-109

It was MOVED by Trustee Bernardo, and SECONDED by Trustee Evans, that Trust Council request addition of the words "by no later than June 2025." to the end of the motion.

CARRIED

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

that Trust Council review the 2022 Governance Review in 2025 in a specifically dedicated Committee of the Whole session supported by analysis and recommendations by the Governance Committee, and staff, by no later than June, 2025.

CARRIED

10. TRUST AREA SERVICES

10.1 Consent Agenda Items

10.1.1 Director of Trust Area Services Report

The Director of Trust Area Services provided a verbal update.

A Trustee noted the report indicates communication is being prepared with respect to implementing heritage conservation areas and they asked that the document be reviewed by all trustees. The Director clarified the publication was created as an information piece and was received, and reviewed, by planners and Regional Planning Managers.

TC-2024-110

It was MOVED by Trustee Boland, and SECONDED by Trustee Yates, that Trust Council request that Executive Committee, at their next meeting, request staff to forward the draft "Implementing Heritage Conservation Areas in the Islands Trust Area Publication" to Regional Planning Committee for review.

DEFEATED

By general consent Trust Council received the Director of Trust Area Services Report for information.

10.1.2 Legislative Monitoring Report - Briefing

Receive for information.

10.1.3 Emergency Communications Oil Spill – Briefing

Receive for information.

By general consent Islands Trust Council adopted the recommendation as presented in items 10.1.2 and 10.1.3.

10.2 Discussion / Decision Items

10.2.1 Doris McHardy Natural Area Protection Tax Exception Program (NAPTEP) Application (North Pender) - Request for Decision

TC-2024-111

It was MOVED by Trustee Elliott, and SECONDED by Trustee Morrison, that the Islands Trust Council request the Secretary to issue a Natural Area Protection Tax Exemption Program Certificate for the covenanted portion of the property described as PID: 005-837-651, Lot 6, Sections 18 and 22, Pender Island, Cowichan District, Plan 6294, subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for the Natural Area Tax Exception Program.

CARRIED

10.2.2 Policy Statement Amendment Project (PSAP) - Project Charter - Request for Decision

The Director of Trust Area Services summarized the Request for Decision and highlighted the following:

- Proposal reduces the budget and time frame for public engagement thereby shortening the project timeline in effort to complete this term;
- Some local trust committees have requested engagement support with staff involvement thereby increasing the budget requirement; and
- Print advertising in each community will be sustained but does not include a trust wide mail out.

Discussion ensued and a Vice Chair clarified that when determining a recommendation for funding the engagement project the Executive Committee recognized the need to advance the project and reduce the budget in order to complete it this term.

TC-2024-112

It was MOVED by Trustee Evans, and SECONDED by Trustee Scott, that Trust Council defer any decision for Item 10.2.2 until we reach section 13 on the agenda.

DEFEATED

The Director of Trust Area Services summarized the Policy Statement Amendment Project business case.

Discussion ensued and the following comments were noted:

- The Policy Statement is a foundational document that needs to be effectively communicated;
- Public engagement is critical and there are financial pressures within the budget that need to be considered;
- Going to First Reading allows the engagement and referral process to begin;
- Removing approval in principle provides for a longer engagement period between First Reading and subsequent readings; and
- The step of approval in principle prior to First Reading is important, and if the Policy Statement is introduced after First Reading the public perception is that it is already moving to law.

TC-2024-113

It was MOVED by Trustee Elliott, and SECONDED by Trustee Yates, that Trust Council request staff to amend Policy Statement Amendment Project Charter V 10 by increasing the number of Committee of the Whole meetings to twice monthly until discussion on the draft Policy Statement is concluded, with the aim of producing a draft for consideration of Trust Council.

CARRIED

TC-2024-114

It was MOVED by Trustee Evans, and SECONDED by Trustee Fast, that Trust Council request staff to remove the line item “approval in principle by Trust Council” in project charter V 10.

CARRIED

Trustee Boland left the meeting at 2:53 p.m.

TC-2024-115

It was MOVED by Trustee Evans, and SECONDED by Trustee Harris, that Trust Council request staff to amend the proposed Policy Statement Amendment Project Charter to include a 6-month public engagement and referral period after First Reading.

Trustee Dodds left the meeting at 3:00 p.m.

Trustee Morrison left the meeting at 3:05 p.m.

Discussion on the motion paused while the meeting was recessed for a break at 3:05 p.m. and reconvened at 3:20 p.m.

Trustee Boland returned to the meeting at 3:20 p.m.

TC-2024-116

It was MOVED by Trustee Elliott, and SECONDED by Trustee Evans, that Trust Council request staff to amend the motion by adding the words “by June, 2025” after the words “First Reading.”

CARRIED

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

that Trust Council request staff to amend the proposed Policy Statement Amendment Project Charter to include a 6-month public engagement and referral period after First Reading by June, 2025.

CARRIED

Discussion ensued about the project communications budget.

TC-2024-117

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

that Trust Council request staff to amend the proposed Policy Statement Amendment Project Charter by adding an additional \$30,000 for communications.

DEFEATED

Trustee Falck left the meeting at 3:40 p.m.

TC-2024-118

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

that Trust Council request staff to amend the Policy Amendment Project Charter V 10 by adding \$12,500 for local trust committee / Bowen Island Municipality public engagement.

CARRIED

TC-2024-119

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

that Trust Council request staff to amend the Policy Statement Project Charter V 10 by adding \$10,000 for the purpose of distributing a household mailer to residents in the communications line item.

CARRIED

TC-2024-120

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

that Islands Trust Council endorse Policy Statement Amendment Project Charter V 10, as amended.

CARRIED

11. PLANNING SERVICES

Due to time constraints the Chair deferred Item 11.1 to Thursday, December 5.

11.2 Discussion / Decision Items

11.2.1 Meeting Administrator - Approve Making Temporary Position Permanent - Request for Decision

The Director of Planning Services summarized the Request for Decision.

Contracted minute takers were acknowledged and thanked for their work.

TC-2024-121

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

that Trust Council approve the Meeting Administrator staff position a regular, permanent position at Islands Trust.

CARRIED

Due to time constraints the Chair deferred Item 12 to Thursday, December 5.

13. ADMINISTRATIVE SERVICES / FINANCE

13.1 Consent Agenda Items

By general consent Islands Trust Council adopted the recommendation as presented in items 13.1.1 and 13.1.2.

13.1.1 Director of Administrative Services Report

Receive for information.

13.1.2 Financial Forecast to March 31, 2025 - Briefing

Receive for information.

13.2 Discussion / Decision Items

13.2.1 September 30, 2024 Financial Report - Request for Decision

Director Mobbs summarized the Request for Decision.

TC-2024-122

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

that Trust Council approve the September 30, 2024 Financial Report.

CARRIED

Trustee Morrison returned to the meeting at 4:05 p.m.

Trustee Falck returned to the meeting at 4:06 p.m.

13.2.2 Draft Budget for FY 2025/26

13.2.2.1 Budget Session Overview

The Director of Administrative Services introduced the budget session.

13.2.2.2 Draft 2025/26 Budget Overview – Briefing

The Director of Administrative Services provided a summary of the briefing, highlighted areas of increased expenditures and those of reduced costs, and answered questions from Trust Council.

It was noted the Briefing contained an error on page 2, last paragraph should read that the draft operating budget has increased not decreased.

13.2.2.3 Budget Funding Requests

Trustee Dodds returned to the meeting at 4:30 p.m.

13.2.2.3.1 Strategic & Programming & Governance Initiatives

13.2.2.3.1.1 Executive Committee: Programming Funding – Briefing

TC-2024-123

It was MOVED by Trustee Evans, and SECONDED by Trustee Borthwick, that Trust Council request staff to ask each Standing Committee to review their budget requests and provide any reductions to staff for incorporation into the March budget.

CARRIED

TC-2024-124

It was MOVED by Trustee Boland, and SECONDED by Trustee Evans, that Trust Council request staff to remove budget request for History and Heritage Conservation Grants-in-aid from the budget.

DEFEATED

There were no comments on Items 13.2.2.3.1.2 to 13.2.2.3.5.

13.2.2.3.1.2 Executive Committee: Policy Statement Amendment Project – Business Case

13.2.2.3.1.3 Executive Committee: Coast Salish Art – Business Case

13.2.2.3.1.4 Trust Programs Committee: Stewardship Education Program – Business Case

13.2.2.3.1.5 Trust Programs Committee: Secretariat Services – Business Case

13.2.2.3.1.6 Governance Committee: Trustee Remuneration Review – Business Case

It was clarified that any recommendations made would be implemented in the next term and the funding budgeted will be necessary to engage a consultant to complete the work this term.

13.2.2.3.1.7 Governance Committee: Trust Council Policies Review – Business Case

It was noted that the funding request is to provide contracted support to review, revise, and amalgamate the policies.

TC-2024-125

It was MOVED by Trustee Elliott, and

SECONDED by Trustee Allen,

that Trust Council request staff to remove

\$5000 from the legal budget for the review of

Trust Council Policies Review business case.

DEFEATED

There were no comments on Items 13.2.2.3.2 to 13.2.2.3.4.10.

13.2.2.3.2 Operational Initiatives & Staffing

13.2.2.3.2.1 Temporary Senior Policy Advisor – Business Case

13.2.2.3.2.2 Records Management & Freedom Of Information
Protection Of Privacy Support

13.2.2.3.2.3 Safety – GPS Locator Devices – Business Case

13.2.2.3.3 Islands Trust Conservancy Board Budget Request – Briefing

13.2.2.3.4 Local Trust Committee Projects

13.2.2.3.4.1 Local Trust Committee Projects List

13.2.2.3.4.2 Planning Services – Projects Feasibility Assessment –
Briefing

13.2.2.3.4.3 Denman – Housing Review (for Official Community Plan
and Land Use Bylaw Amendments – Final Phase

13.2.2.3.4.4 Gabriola – Official Community Plan and Land Use Bylaw
Review – Phase 3

13.2.2.3.4.5 Gambier – Official Community Plan and Land Use Bylaw
Amendments – Final Phase

13.2.2.3.4.6 Lasqueti – Official Community Plan and Land Use Bylaw
Review – Phase 1

13.2.2.3.4.7 Mayne – Housing Options Project – Year 2

13.2.2.3.4.8 North Pender – Housing Access and Affordability Project

13.2.2.3.4.9 Salt Spring – Major Amendment to Official Community
Plan and Land Use Bylaw

13.2.2.3.4.10 Salt Spring – Watershed Protection Plan 2022-2032
Coordination

13.2.2.3.4.11 Salt Spring – Groundwater Sustainability (Well-Monitoring)

It was noted the project was initiated through a grant, equipment was purchased, and the budget request is to be used for equipment upgrades to facilitate continued data collection.

13.2.3 Draft 2025/26 Budget Guidelines Assessment

The Director of Administrative Services confirmed staff and committees have looked at the budget guidelines when making budget requests.

It was clarified that staff have removed non-critical items from the budget noted in Appendix 2.

The meeting was recessed for the day at 5:40 p.m.

THURSDAY, DECEMBER 5

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

14. CLOSED MEETING

TC-2024-126

It was MOVED by Trustee Morrison, and SECONDED by Trustee Borthwick, that the Islands Trust Council close this meeting to the public subject to Part 4, Division 3, Section 90(1)(a) and (c) of the *Community Charter*:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;

and that the Interim Chief Administrative Officer and Chief Administrative Officer be invited to attend the meeting.

CARRIED

The regular meeting was closed to the public at 9:01 a.m. and reconvened at 10:17 a.m.

Due to Item 16 scheduled session start time the Chair recessed the in-camera meeting and will reconvene it, and address Item 15, following Item 16.

16. SAN JUAN COUNCIL - ISLANDS TRUST - JOINT SESSION

The Chair welcomed Jane Fuller, Chair of San Juan County Council and Cindy Wolf, San Juan Council Member.

Issues of mutual interest were identified for discussion and the following points were noted:

Ferries

- San Juan Council expressed interested in learning about publically funded, passenger only, inter-island ferry service and Trust Council members provided information on the Lasqueti

Island route funded by BC Ferries and operated by an independent contractor and the Gambier – Keats Islands passenger only route operated by BC Ferries;

- Mutual challenges include staffing capacity issues due to a worldwide shortage of trained mariners resulting in ferry delays and cancellations; and
- BC Ferries has recently eliminated the BC Ferries Advisory Committees while San Juan County has state legislated advisory committees in which the governing body appoints committee members who have voting rights.

Housing

- Orcas and Lopez Island have two successful community land trusts with a Housing Advisory Committee, comprised of representatives from major subsidized housing non-profits, that determines priorities and advocates for them in the legislature, a housing coordinator paid by the county who finds grant resources and assists non-profits in applying for grants, and a real estate excise tax that supports housing.

Increased Tanker Traffic

- Both regions are experiencing increased large vessel traffic posing potential hazards to ecosystems and First Nations Peoples;
- Transport Canada did approve a large offshore tow vessel for the Arctic region and there is interest in jointly advocating for an emergency response towing vessel to be based in the Haro Strait area;
- Western Canada response corporation has several oil spill response packages situated throughout the southern Gulf Islands; and
- Every tanker going through Juan de Fuca Strait is required to be accompanied by two tug boats.

Tribal / First Nations Engagement

- Both regions are working on government to government relationships with Tribes / First Nations, and
- In San Juan County the Coast Salish ceded lands and waters in treaties with the US Federal Government and in this process they gained rights to access, in perpetuity, based on the requirement to organize themselves into Nations that the Federal Government recognizes as sovereign Nations with access rights compared to BC where First Nations Peoples have not ceded their rights to the land or waters.

Both parties indicated the need to meet at a future date to update the Protocol Agreement.

TC-2024-127

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

that Trust Council request staff to report to the Executive Committee on options to support renewed advocacy with San Juan County and Indigenous Governing Bodies that is directed to our respective federal and state/provincial bodies on oil spill prevention in the Salish Sea.

CARRIED

The meeting was recessed for a break at 12:03 p.m. and reconvened at 12:45 p.m.

The in-camera meeting had been recessed prior to Item 16 and is being reconvened.

TC-2024-128

It was MOVED by Trustee Morrison, and SECONDED by Trustee Campbell, that the Islands Trust Council close this meeting to the public subject to Part 4, Division 3, Section 90(1)(a) and (c) of the *Community Charter*:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;

and that the Interim Chief Administrative Officer and Chief Administrative Officer be invited to attend the meeting.

CARRIED

The regular meeting was closed to the public at 12:48 p.m. and reconvened at 1:34 p.m.

15. RISE AND REPORT

The Chair stated there was nothing to rise and report.

TC- 2024-129

It was MOVED by Trustee Evans, and SECONDED by Trustee Elliott, that Trust Council request Executive Committee request staff to schedule a facilitated session focusing on Trustee conduct and tools at Council and Chair responsibilities during Council sessions and Standing Committee meetings.

CARRIED

Trustee Gedye stated for the record that the previous day was the 25th anniversary of the incorporation of Bowen Island as a municipality and a main part of the vote was to remain within Islands Trust.

Trustee Campbell left the meeting at 1:35 p.m.

Trustee Dodds left the meeting at 1:36 p.m.

Due to time constraints the Chair re-ordered the remainder of the agenda and items that had previously been deferred. The order commenced as follows: Item 11.1.1, 11.1.2, 12.1, 12.2.3, 12.2.4, 18.1, 20.1 to 20.7, 21.1, 12.2.1, 19, 18.2, 12.2.2.

11.1 Consent Agenda Items

11.1.1 Director of Planning Services Report

By general consent Islands Trust Council received the Director of Planning Services Report for information.

TC-2024-130

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

that Trust Council convene a steering committee to guide the technical work to explore the barriers to legal occupancy of tiny homes on wheels and the associated siting and use regulations and appoint Trustees Boland, Campbell, Patrick and Elliott and invite membership of up to four Electoral Area Directors.

CARRIED

11.1.2 Update: Freshwater Sustainability Strategy Implementation – Briefing

By general consent Islands Trust Council received the Freshwater Sustainability Strategy Implementation briefing for information.

TC-2024-131

It was MOVED by Trustee Patrick, and SECONDED by Trustee Gedye, that Trust Council approve staff proceeding with a grant application up to \$500,000, over two years, from the Watershed Security Fund, to implement key initiatives under the Islands Trust Freshwater Sustainability Strategy, including staffing, consulting, and technical resources to undertake the following projects and initiatives:

- I. Islands Trust Area Freshwater Footprint,
- II. Islands Trust Area Watershed Resiliency Mapping,
- III. Freshwater Sustainability Regulatory and Policy Audit,
- IV. Freshwater Helpdesk,
- V. Islands Trust Freshwater Atlas,
- VI. Freshwater Sustainability Technical Advisory Committee, and
- VII. Watershed governance.

CARRIED

12. LEGISLATIVE & INFORMATION SERVICES

12.1 Consent Agenda Items

12.1.1 Director of Legislative & Information Services Report

By general consent Islands Trust Council received the Director of Legislative and Information Services report for information.

12.2 Discussion / Decision Items

Item 12.2.1 was deferred to a future Trust Council meeting due to time constraints.

12.2.1 Trust Council Bylaw 197 - Local Trust Committee Meeting Procedures Bylaw - Request For Decision

Item 12.2.2 was discussed following Item 21.

12.2.3 Amendment to Policy and Procedures Regarding Delegations to Trust Council - Request For Decision

Director Marlor summarized the Request for Decision.

TC-2024-132

It was MOVED by Trustee Peterson, and SECONDED by Trustee Fast, that Trust Council request Executive Committee to return to Trust Council with a draft bylaw to amend Trust Council's Meeting Procedure Bylaw 101 that:

- I. Requires delegations to specify the action they are asking of Trust Council;

- II. Establishes that any Trust Council direction in relation to disposition of delegations will allow time for staff to provide advice;
- III. If time is of the essence, Trust Council’s direction in relation to disposition of delegations will delegate a response to the Executive Committee or the Trust Council Chair;
- IV. Establishes approval authority for receipt of delegation and establishes a different deadline for receipt of delegations for matters on the agenda, and such a deadline would need to be after the release of the agenda outline to the public and before the start of the Trust Council meeting;
- V. Establishes a maximum number of delegations per meeting and/or time limit for all delegations to maintain the integrity of the published agenda; and
- VI. Provides clear criteria for rejection of delegations, with a clear appeal process to Trust Council and 2/3 majority vote required of Trust Council to approve a rejected delegation.

CARRIED

12.2.4 Rescind Trust Council Policy 6.6.1 By-Election Funding - Request for Decision

It was clarified that the policy should be rescinded because by-elections seldom occur yet funding for them remains in the budget which results in taxing on a budget item that isn’t being used.

TC-2024-133

It was MOVED by Trustee Fast, and SECONDED by Trustee Yates, that Trust Council rescind Trust Council Policy 6.6.1 By-Election Funding in its entirety.

CARRIED

Trustee Morrison left the meeting at 1:56 p.m.

Due to time constraints the Chair deferred Item 17 to a future Trust Council meeting.

17. NEW BUSINESS

17.1 Dark Sky Principles Adoption Advocacy - Request For Decision

17.2 Trust Council's Disposition of Delegation: Sue Big Oil – Briefing

18. CORRESPONDENCE

18.1 2024-11-07 Association of Vancouver Island Coastal Communities Climate Leadership Steering Committee - 2025 Appointment

The Director of Trust Area services noted that Trustee Morrison wished to continue on the steering committee; therefore, a replacement appointment would not be required.

20. TRUSTEE UPDATES - Community Committee Participation

Written updates received for information only.

20.1 Atl'ka7tsem/Howe Sound Biosphere Region

[October 2024 Forum Review](#)

20.2 Baynes Sound/Lambert Channel Ecosystem Forum

None provided.

20.3 BC Ferries Advisory Committees

Trustee Yates provided a verbal update.

The Director of Trust Area Services noted that BC Ferries will be discussing opportunities for engagement with Islands Trust at a future date.

TC-2024-134

It was MOVED by Trustee Yates, and SECONDED by Trustee Stamford, that Trust Council request Executive Committee to invite BC Ferries representative to the March, 2025 Trust Council meeting to discuss the dissolution of the Ferry Advisory Committees and the future of community representation to BC Ferries.

CARRIED

20.4 First Nations Relations

None provided.

20.5 Freighter Anchorages/Oceans Protection Plan (OPP)

Trustee Boland provided a verbal report.

20.6 Shellfish Aquaculture Management Advisory Committee (SF AMAC)

None provided.

20.7 Southern Gulf Islands Forum

None provided.

21. NEXT MEETING

By general consent the next meeting will be held March 11 to March 13, 2025.

21.1 Proposed March Trust Council 3-day Program

Received for information.

Due to time constraints Items 12.2.2 had previously been deferred.

12.2.2 Code of Conduct Review - Next Steps - Request For Decision

TC-2024-135

It was MOVED by Trustee Evans, and SECONDED by Trustee Bernardo, that Trust Council request staff to schedule a Committee of the Whole meeting to discuss the draft Code of Conduct at one of the upcoming bi-weekly meetings.

CARRIED

A Trustee requested the Governance Committee discussion also be heard during one of the bi-weekly meetings.

Due to time constraints Item 19 had previously been deferred.

19. DISPOSITION OF DELEGATIONS/PUBLIC COMMENT & CORRESPONDENCE

Trustees noted the need for Executive Committee to meet with Bowen Island Council as soon as possible and that staff schedule meetings to discuss the protocol agreement.

Due to time constraints Items 18.2 had previously been deferred.

18.2 2024-10-31 Bowen Island Municipality - Policy Statement Amendment Project

Discussion ensued and a Trustee stated that the response to Bowen Island Municipality should not concede the point that the Municipality should have been consulted regarding the request for a governance review as it has not been determined by Trust Council that consultation was required.

TC-2024-136

It was MOVED by Trustee Yates, and SECONDED by Trustee Gauvreau,
that Trust Council request Executive Committee to reply to Mayor Leonard's
correspondence and Bowen Island Municipal Council.

CARRIED

22. ADJOURNMENT

By general consent the meeting was adjourned at 2:30 p.m.

Peter Luckham, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder