



# Trust Programs Committee Agenda

Date: Wednesday, February 11, 2026  
Time: 10:00 am - 12:30 pm  
Location: Electronic Zoom Meeting

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Pages

1. **CALL TO ORDER**
2. **AGENDA**
  - 2.1 **Review of the Agenda**

Late items, new items, and re-ordering of the agenda.
  - 2.2 **Approval of Agenda**
3. **PUBLIC COMMENT PERIOD**
4. **DELEGATIONS**

None.
5. **CORRESPONDENCE**

None.
6. **ADMINISTRATIVE COORDINATION**
  - 6.1 **Draft Minutes of Previous Meetings**
    - 6.1.1 **Trust Programs Committee Draft Minutes of July 30, 2025** 3 - 8

For review and approval.
  - 6.2 **Resolutions Without Meeting**
    - 6.2.1 **TPC RWM 2025-03 - Cancel Meeting of November 5, 2025** 9 - 9

For information.
  - 6.3 **Follow up Action List** 10 - 10

For review.
7. **BUSINESS - WORK PROGRAM ITEMS**
  - 7.1 **Islands Trust Community Stewardship Awards 2026 - Briefing** 11 - 17

**7.2 Educational Webinar for Realtors - Briefing** 18 - 18

**7.3 Policy Statement Amendment Policy - Request for Decision** 19 - 25

THAT Trust Programs Committee recommend that Trust Council replace the current Policy 1.2.1 with the draft updated Policy 1.2.1 [Policy Statement Amendment] dated February 11, 2026 for reference.

**8. BUSINESS - OTHER**

**8.1 Proposed Trust Programs Committee 2026/2027 Fiscal Meeting Schedule - Request for Decision** 26 - 28

1. THAT Trust Programs Committee adopt the proposed meeting dates of May 7, 2026; July 23, 2026; November 26, 2026; and February 4, 2027 for the 2026/27 fiscal year.
2. THAT Trust Programs Committee schedule all fiscal 2026/2027 Trust Programs Committee meeting dates as electronic meetings.

**9. BUSINESS - NEW**

**10. WORK PROGRAM** 29 - 33

For review, amendment as needed, and referral to Trust Council for approval before each quarterly TC meeting.

The Work Program consists of the Active Projects List and the Future Projects List.

**11. NEXT MEETING**

The next meeting is scheduled for May 7, 2026 from 10:00 a.m. until 3:00 p.m.

**12. CLOSED MEETING**

If desired:

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90, (quote the pertinent section here, for example, (1)(a) personal information about...) and that the recorder and staff [attend/not attend] the meeting.

**13. RISE AND REPORT**

If requested

**14. ADJOURNMENT**

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



## **Trust Programs Committee Minutes of a Regular Meeting**

**Date:** July 30, 2025  
**Location:** Electronic Meeting

**Members Present:** Kristina Evans, South Pender Island Local Trust Area (LTA) (Chair)  
Tim Peterson, Lasqueti Island LTA (EC Representative and Vice-Chair)  
Tobi Elliott, Gabriola Island LTA  
Sue Ellen Fast, Bowen Island Municipality  
Lisa Gauvreau, Galiano Island LTA  
David Graham, Denman Island LTA  
Jamie Harris, Salt Spring Island LTA  
David Maude, Mayne Island LTA  
Susan Yates, Gabriola Island LTA  
Laura Patrick, Salt Spring Island LTA, Trust Council Chair (Ex Officio)

**Members Absent:** Deb Morrison, North Pender Island Local Trust Area

**Staff Present:** Clare Frater, Director, Trust Area Services  
Chloe Straw, Program Coordinator  
Stefan Cermak, Director, Planning Services  
Joe Elliott, Senior Indigenous Relations Advisor  
Rob Kroeker, Planning Services Administrative Assistant/Recorder

### **1. CALL TO ORDER**

Chair Evans called the meeting to order at 10:01 a.m. and acknowledged that attendees of the meeting were in locations across the territories of the Coast Salish peoples. Trustees and Staff introduced themselves. Chair Evans reminded the Committee of meeting decorum supporting transparent and healthy debate.

### **2. AGENDA**

#### **2.1 Review of Agenda**

#### **2.2 Approval of Agenda**

**By general consent** the agenda was approved as presented.

### **3. PUBLIC COMMENT PERIOD**

No member of the public was in attendance.

### **4. DELEGATIONS**

None.

**5. CORRESPONDENCE**

None.

**6. ADMINISTRATIVE COORDINATION**

**6.1 Draft Minutes of Previous Meeting**

6.1.1 Trust Programs Committee Minutes of May 29, 2025

**By general consent** the minutes were approved as presented.

Chair Evans left the meeting at 10:10 a.m.; Vice-Chair Peterson assumed chairing duties at the request of Chair Evans.

**6.2 Resolutions Without Meeting**

None.

**6.3 Follow Up Action List**

The Committee received the Follow Up Action List for information.

**7. BUSINESS – WORK PROGRAM ITEMS**

**7.1 Review of Secretariat Services Policy – Consideration of Decision-making Criteria - Briefing**

Director Frater introduced the briefing, noting that it serves as background to support conversation around secretariat services requests and defining criteria for requests. Committee discussion included maintaining this initiative on the Follow Up Action List or as a future project, and the use of this program to enhance First Nations engagement.

Chair Evans rejoined the meeting at 10:28 a.m. and resumed chairing duties.

**7.2 Stewardship Education Program Webinars in 2025-26 – Request For Decision**

Program Coordinator Straw introduced the Request For Decision and provided an update regarding development of the Stewardship Education Program webinars. Committee discussion included:

- the title of Climate Adaptation: Rain Gardens and Other Nature-Based Solutions You Can Use could be amended to Practical Nature-Based Solutions, or Nature-Based Solutions For Your Property

- another trustee expressed that the original title gave a feeling of empowerment to residents
- endorsement for WSÁNEĆ hunters and experts to speak to the fallow deer strategy webinar

**TPC-2025-060**

**It was MOVED and SECONDED,**

that Trust Programs Committee endorse the following:

- The Xwe'etay/Lasqueti Archaeology webinar project charter.
- The Protecting the Shoreline: A Shared Responsibility webinar project charter.
- The Climate Adaptation: Rain Gardens & Other Nature-Based Solutions You Can Use webinar project charter.
- The Species at Risk on Your Property and How to Become a Habitat Steward webinar project charter.
- The Working Towards a Fallow Deer Strategy on the Southern Gulf Islands webinar project charter.

**CARRIED**

**7.3 2026/27 Business Cases – Request For Decision**

Director Frater introduced the Request For Decision. Committee discussion included:

- delivering stewardship education through the lens of climate action
- the Stewardship Awards do not need business case funding
- crossover between Stewardship Education initiatives and climate action education
- soliciting feedback about the importance of this educational work to tell the story of its impact
- trustees on groups who do stewardship work could report on achievements
- there could be synergies with the Vancouver Island and Coastal Communities Climate Leadership Steering Committee work with local governments
- there is a gap in relevant programming funded and delivered since the climate change emergency declaration was made by Trust Council in 2019
- a trustee suggested that this declaration should go into the project charter
- make clear that it is climate action educational programming tools, and not a climate action plan, that is being produced

**TPC-2025-061**

**It was MOVED and SECONDED,**

that Trust Programs Committee forward to the Financial Planning Committee, for inclusion in the Fiscal Year 2026/27 Budget, the business case for \$10,000 for Climate Action Education Plan Development and Implementation.

**CARRIED**

Committee discussion continued:

- the secretariat services business case is set at the same amount as last year
- this amount is likely to be used fully

**TPC-2025-062**

**It was MOVED and SECONDED,**

that Trust Programs Committee forward to the Financial Planning Committee, for inclusion in the Fiscal Year 2026/27 Budget, the business case for \$17,000 for secretariat services.

**CARRIED**

**7.4 Indicator Business Cases Update – Briefing**

Director Frater introduced the briefing, noting that fully costed business cases for indicator development were challenging to produce while Policy Statement work was underway. She noted that this briefing describes environmental indicators and trend monitoring as part of a more comprehensive strategy within the context of the Trust Council Strategic Plan.

Committee discussion included:

- data requires ongoing support and systems to inform decision-making
- some data requires maintenance at a certain frequency, by Islands Trust or partners
- reserve funds could assist with investing in data collection regularly
- placeholder items in the budget can be difficult to get approved
- request a budget allocation to enable staff work for proper scoping and coordinating agencies and partners in the next fiscal year
- a consultant could be utilized for storytelling and visualization with data
- provide details to identify why the budget request is this size
- avoid placeholder language, and call it a pre-development strategy or framework for strategic indicators
- framing this budget request as business case development for this budget cycle, towards a strategy for the next fiscal year
- make a direct and specific initial request
- link this initiative strongly to the Trust Council Strategic Plan
- note that Regional Planning Committee and Trust Programs Committee both support sustainable long-term planning to deliver this initiative
- it is worth taking time to construct something clear to community members with concerns about protecting and restoring habitat
- a project of this size needs a full and robust business plan
- the possibility of grant support being available
- staff capacity

The committee recessed at 11:54 a.m. and resumed at 1:00 p.m. Trustee Harris joined the meeting at 1:00 p.m.

Committee discussion continued:

- add Strategic Plan initiative 3.2.2 to the list in the proposed motion
- include the current date to link the motion to the present version of the Strategic Plan
- include partnership development
- an accompanying briefing will indicate that development of a business case is coming
- a joint meeting with Regional Planning Committee could support this plan
- mention investigating the use of reserve funds and potential grants

**TPC-2025-063**

**It was MOVED and SECONDED,**

that Trust Programs Committee recommend that Financial Planning Committee add \$150,000 to the draft 2026/27 budget to support advancement of the 2025-2028 Strategic Plan, as of July 2025, key initiatives 2.1.1, 2.1.2, 2.1.3, 3.2.1, 3.2.2, 3.2.3, 3.2.4, 3.3.1, 4.1.1 and 4.1.2, in cooperation with First Nations and in a manner that considers the Islands Trust Conservancy’s plans for ecosystem mapping and analysis, through development of a business plan for a multi-year, joint Trust Programs Committee/Regional Planning Committee-led project to fund a:

1. Consultant (selected via Request for Proposal) to:
  - conduct needs assessment and
  - develop strategy for:
    - data/mapping layer acquisition,
    - partnership development,
    - data analysis,
    - indicator development, monitoring and reporting.
2. Capacity funding to support involvement of First Nations’ staff in development and implementation of the project.
3. Strategy development for long-term funding, investigation of the use of reserve funds, and potential grants.

**CARRIED**

**8. BUSINESS - NEW**

None.

**9. WORK PROGRAM**

The work program was presented by Director Frater. Committee discussion included moving “Stewardship Education” up to the number one position on the active projects list.

**TPC-2025-064**

**It was MOVED and SECONDED,**

that Trust Programs Committee forward the work program as amended to Trust Council for approval.

**CARRIED**

**10. NEXT MEETING**

Wednesday, November 5, 2025, from 10:00 a.m. to 3:00 p.m.

**11. CLOSED MEETING**

The meeting was not closed.

**12. RISE AND REPORT**

As the meeting was not closed, there was no need to consider this.

**13. ADJOURNMENT**

**By general consent** the meeting adjourned at 1:35 p.m.

\_\_\_\_\_  
Kristina Evans, Chair

Certified Correct:

\_\_\_\_\_  
Rob Kroeker, Legislative Services Clerk/Recorder

**Minutes are not official until adopted at a subsequent meeting.**

Trust Programs Committee

**RESOLUTION WITHOUT MEETING NO. TPC-RWM-2025-03**

The following matter is considered urgent and necessary in order to cancel the Regular Meeting of the Trust Programs Committee scheduled for November 5, 2025 as there are insufficient agenda items to justify the meeting.

Members were notified via email of the call for a motion on October 28, 2025.  
Members were notified via email of the call for the vote on October 28, 2025.

**TPC RWM 2025-03**

**It was Moved by Trustee Peterson and Seconded by Trustee Graham:  
that Trust Programs Committee cancel the Regular Meeting scheduled for November 5, 2025.**

<u>TRUSTEES CONTACTED</u>	<u>DATE VOTE RECEIVED</u>	<u>VOTE</u>
1. Kristina Evans	October 29, 2025	In Favour
2. Sue Ellen Fast	October 28, 2025	In Favour
3. Lisa Gauvreau	October 28, 2025	In Favour
4. David Graham	October 28, 2025	In Favour
5. Tim Peterson	October 28, 2025	In Favour
6. Susan Yates	October 28, 2025	In Favour

TRUSTEES VOTE NOT AVAILABLE

7. Jamie Harris

**FINAL VOTE COUNT** (6) IN FAVOUR (0) OPPOSED **DECISION: CARRIED**

THE CHAIR DECLARED THE ABOVE RESOLUTION CARRIED PURSUANT TO SECTION 13 OF THE *ISLANDS TRUST ACT* ON October 29, 2025.

\_\_\_\_\_  
CHAIR'S SIGNATURE  
South Pender Local Trustee Kristina Evans

\_\_\_\_\_  
RECORDER'S SIGNATURE  
Legislative Services Clerk Robert Barlow

## Follow Up Action Report

### Trust Programs Committee

14-May-2021

Progress	Activity	Responsibility	Dates	Status
0%	1 Staff to provide feedback or suggestions for criteria for future Secretariat Services applications. <b>ON HOLD pending staff capacity</b>	Clare Frater	Target: 11-Feb-2026	In Progress

04-Nov-2024

Progress	Activity	Responsibility	Dates	Status
89%	1 Staff to update Trust Council Policy 1.2.1 (Policy Statement Amendment) to: - clarify that Trust Council must review the Policy Statement within the first year of a term of office to consider the need for amendments each term, - identify which audiences must be engaged, - add efficiencies regarding selections of topics, and - correct reference errors.	Clare Frater David Marlor	Target: 11-Feb-2026	In Progress

12-Feb-2025

Progress	Activity	Responsibility	Dates	Status
100%	1 Staff to bring back options to a future meeting for educational tools for Realtors across the Trust Area, in collaboration with Planning Services, for consideration as a topic for the Stewardship Education Program.	Chloe Straw Clare Frater	Target: 11-Feb-2026	Completed



## **Proposed Awards Timeline and Process**

<b>February</b>	Announce award program (news release with broad distribution to media and potential nominators, web page information, social media posts, subscriber notices, e-mails to trustees).
<b>March</b>	Provide posters to trustees for local promotion.
<b>April 10, 2026</b>	Close of nominations, followed by initial staff screening of nominations for eligibility.
<b>Late-April</b>	All nominees will receive a letter from the Chair of Trust Council.
<b>Mid-April to Late April</b>	Staff will develop profiles of each nominee in consultation with nominee and nominator and post to website with news release.
<b>Mid-Late April</b>	Staff will seek input on nominations from local trustees.
<b>May 7</b>	Trust Programs Committee will review nominations in-camera and forward recommendations to Trust Council.
<b>June 9-11, 2026</b>	Trust Council decision regarding awards. Award recipients notified.
<b>June</b>	News release issued and names of recipients and nominees posted to website.
<b>July 23, 2026</b>	If needed, Trust Programs Committee reviews the program and process, and provides recommendations to Trust Council.
<b>Fall</b>	Awards presentations at local trust committee or island municipality meetings. Each award recipient will be presented with an award and a letter of congratulations from Islands Trust Council Chair. In previous years, recipients have been honoured at a special event arranged by local trustees, where family, friends, interested community members, local media, and others are present. Guidelines for arranging a CSA event (either special or during a regularly scheduled meeting) will be provided to the relevant trustees and staff after Trust Council decides on the recipients.

## **Budget and Resources**

- The cost for each award will not exceed \$100.
- Local trust committees may use up to \$100 from their local trust committee budgets to cover the costs of a public presentation ceremony.
- Trust Area Services staff provide support to the Trust Programs Committee in implementing the awards program, which can require up to two weeks of staff time spread over five months.

## **FOLLOW-UP:**

Staff will administer the 2026 Community Stewardship Award program as directed by policy / Trust Programs Committee.

**ATTACHMENT:** Community Stewardship Award Program Overview - 2002-2022.

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**Prepared By:** Chloe Straw, Program Coordinator, Trust Area Services

**Reviewed By/Date:** Clare Frater, Director, Trust Area Services on January 28, 2026

## Community Stewardship Award Program Overview 2002-2022

**Number of Nominations** - Since 2002, there have been 214 nominations with an average of 12 nominations per year. In 2017, Islands Trust received the highest number of nominations (19). The lowest number of nominations (6) occurred in 2010. There were 7 nominations in 2022.

**Number of Recipients** - Since 2002, there have been 83 Community Stewardship Awards recipients. There has been a range in the number of awards given each year, ranging from three awards in 2002 to seven awards in 2014, 2015, and 2022.

Nominations per Island	214 in total		Recipients per Island	83 in total
North and South Pender Islands	45		Salt Spring Island	17
Salt Spring Island	40		North and South Pender Islands	16
Hornby Island	20		Saturna Island	8
Gabriola Island and Mudge Island	21		Gabriola Island	7
Denman Island	15		Denman Island	6
Saturna Island	15		Hornby Island	6
Lasqueti Island	12		Mayne Island	6
Mayne Island	13		Bowen Island	4
Galiano Island	12		Galiano Island	4
Bowen Island + Bowyer/Passage	11		Lasqueti Island	4
Thetis Island	5		Gambier Island	2
Gambier Island	3		Thetis Island	2
Trust-wide	2		Trust-wide	1

### 2002- 2022 LIST OF NOMINEES/ISLANDS Bullet and bold font indicate award recipients

Year	Individual Nominated & Island	Group Nominated & Island	Island Nominees
2022	<ul style="list-style-type: none"> <li>• <b>Ruth Waldick, Salt Spring Island</b></li> <li>• <b>Kees Ruurs, Salt Spring Island</b></li> <li>• <b>Chris Straw, Gabriola Island (posthumous)</b></li> <li>• <b>Jeannine Georgeson, Galiano Island</b></li> <li>• <b>Keith Erickson, Galiano Island</b></li> <li>• <b>Will Husby, Bowen Island</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Salt Spring Island Natural Cemetery</b></li> </ul>	Salt Spring (3) Gabriola (1) Galiano (2) Bowen (1)  Total = 7
2019	<ul style="list-style-type: none"> <li>• <b>Snuneymuxw Elder Geraldine Manson (C'tasi:a), Gabriola</b></li> <li>• <b>Mark Bottomley, Lasqueti</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Saturna Recycle and Free Store</b></li> <li>• <b>Thetis Island Nature Conservancy Society</b></li> </ul>	Bowen (1) Gabriola (1) Galiano (1) Lasqueti (2)

Year	Individual Nominated & Island	Group Nominated & Island	Island Nominees
	<ul style="list-style-type: none"> <li>• <b>Sara Steil, North Pender Island (posthumous)</b></li> <li>- Andrew Fall, Lasqueti</li> <li>- Andrew Simon, Galiano</li> <li>- Bruce Russell, Bowen Island</li> <li>- Christine Torgrimson, Salt Spring Island</li> </ul>	<ul style="list-style-type: none"> <li>- Aloha Aina Farms, Salt Spring</li> <li>- Saturna Lions Club</li> <li>- Saturna Scribbler</li> </ul>	North Pender (1) Salt Spring (2) Saturna (3) Thetis (1)  Total = 11
2017	<ul style="list-style-type: none"> <li>• <b>Bob Turner, Bowen Island</b></li> <li>• <b>Bob Weeden, Salt Spring Island</b></li> <li>• <b>Everhard van Lidth de Juede, Bowen</b></li> <li>• <b>Liz Ciocea, Gabriola</b></li> <li>- Brenda Guiled, Salt Spring</li> <li>- Jacinthe Eastick, Gabriola</li> <li>- John Peirce, Gabriola</li> <li>- Karen Ethridge, Hornby and Denman</li> <li>- Laura Matthias, Salt Spring</li> <li>- Michelle Catherine Nelson, Bowen</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Denman Island Memorial Society</b></li> <li>• <b>Gabriola Arts Council</b> (two nominations)</li> <li>• <b>Hornby and Denman Community Health Care Society</b></li> <li>• <b>Saturna Community Club</b></li> <li>- Lasqueti Island Emergency Dispatch Advisory Committee</li> <li>- Mayne Island Assisted Living Society</li> <li>- Mudge Island Citizens Society</li> <li>- Salt Spring Seniors Services Society</li> </ul>	Bowen (3) Denman (1) Denman and Hornby (2) Gabriola (4) Lasqueti (1) Mayne (1) Mudge (1) Salt Spring (4) Saturna (1)  Total = 19
2015	<ul style="list-style-type: none"> <li>• <b>Leigh Ann Milman, Gabriola</b></li> <li>• <b>Susan Yates, Gabriola</b></li> <li>• <b>Michael Dunn, Mayne</b></li> <li>- Marguerite Lee, Salt Spring</li> <li>- Richard Bauer, Lasqueti</li> <li>- Jan Kirkby, North Pender</li> <li>- Andrew Fall, Lasqueti</li> <li>- Grant Scott, Hornby</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Island Futures Society, Gabriola Island</b></li> <li>• <b>Mayne Island Agricultural Society</b></li> <li>• <b>Saturna Island Marine Research and Education Society</b></li> <li>• <b>Protect Grace Islet Group, Salt Spring Island</b></li> <li>- Denman Opposes Coal</li> <li>- Gabriola Land and Trails Trust</li> <li>- Gabriola Rescue of Wildlife Society</li> <li>- Keats Island Fire Equipment Group, Gambier LTA</li> <li>- Watercliff Farm, Gabriola</li> </ul>	Denman (1) Gabriola (6) Gambier (1) Hornby (1) Lasqueti (2) Mayne (2) Penders (1) Salt Spring (2) Saturna (1)  Total = 17
2014	<ul style="list-style-type: none"> <li>• <b>David Denning, Salt Spring</b></li> <li>• <b>Brian Hollingshead, Saturna</b></li> <li>• <b>Barrie Morrison and Nancy Waxler-Morrison (posthumous), North Pender</b></li> <li>• <b>Paul and Monica Petrie, Pender Islands</b></li> <li>• <b>Christa Grace-Warrick, Pender Islands</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Association of Denman Island Marine Stewards</b></li> <li>• <b>Galiano Conservancy Association</b></li> </ul>	Denman (1) Galiano (1) Penders (3) Salt Spring (1) Saturna (1)  Total = 7

Year	Individual Nominated & Island	Group Nominated & Island	Island Nominees
2013	<ul style="list-style-type: none"> <li>• <b>Richard Blagborne, Saturna</b></li> <li>• <b>Chris and Judith Plant, Gabriola</b></li> <li>• <b>Jan Slakov, Salt Spring</b></li> <li>• <b>Ana Miriam Leigh (posthumous), Denman</b></li> <li>- Dr. Peter Carter and Julie Johnston, North Pender</li> <li>- Mike Hoebel, Galiano</li> <li>- Patrick Smith, South Pender</li> <li>- Jill Treewater, Salt Spring</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Lasqueti Island Forage Fish Team</b></li> <li>• <b>Mayne Island Conservancy</b></li> <li>• <b>Salt Spring Island Water Council</b></li> <li>- Bowen Island Golf Association</li> <li>- Denman Island Volunteer Fire Department</li> <li>- Salt Spring Island Water Preservation Society</li> </ul>	<ul style="list-style-type: none"> <li>Bowen (1)</li> <li>Denman (2)</li> <li>Gabriola (1)</li> <li>Galiano (1)</li> <li>Lasqueti (1)</li> <li>Mayne (1)</li> <li>Penders (2)</li> <li>Salt Spring (4)</li> <li>Saturna (1)</li>   <li>Total = 14</li> </ul>
2012	<ul style="list-style-type: none"> <li>• <b>Stuart Watson, Gambier</b></li> <li>• <b>Margot Venton, North Pender</b></li> <li>• <b>Anne Macey, Salt Spring</b></li> <li>• <b>Dr. Donald Marshall, Bowen</b></li> <li>• <b>Peter Karsten, Denman</b></li> <li>- Michael Dunn, Mayne</li> <li>- Patricia Forbes, Lasqueti</li> <li>- Lindsay Hamson, South/North Pender</li> <li>- Shirley LePers, South/North Pender</li> <li>- Ken Millard, Galiano</li> <li>- Monica and Paul Petrie, South/North Pender</li> <li>- Dr. John Sprague, Salt Spring</li> <li>- Bob Watson, Salt Spring</li> <li>- John Wiznuk, Saturna</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Gabriola Island Health Care Foundation, Society and Auxiliary</b></li> <li>• <b>Hornby Quilters Group</b></li> <li>• <b>Saturna Island Ecological Education Centre</b></li> <li>- Denman Island Residents Association's Parks Committee</li> </ul>	<ul style="list-style-type: none"> <li>Bowen (1)</li> <li>Denman (2)</li> <li>Gabriola (1)</li> <li>Galiano (1)</li> <li>Gambier (1)</li> <li>Hornby (1)</li> <li>Lasqueti (1)</li> <li>Mayne (1)</li> <li>Penders (4)</li> <li>Salt Spring (3)</li> <li>Saturna (2)</li>   <li>Total = 18</li> </ul>
2011	<ul style="list-style-type: none"> <li>• <b>Sue Ellen Fast, Bowen</b></li> <li>• <b>Barry Mathias, Pender Islands</b></li> <li>• <b>Sara Steil, Pender Islands</b></li> <li>• <b>Jane Wolverton, Galiano</b></li> <li>- Henning Nielsen, Denman</li> <li>- Gisele Rudischer, Gabriola</li> <li>- Nadia Krebs, Galiano</li> <li>- Wayne Hewitt, Salt Spring</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Hornby New Clinic Committee</b></li> <li>• <b>Pender Island Fire Rescue Department</b></li> </ul>	<ul style="list-style-type: none"> <li>Bowen (1)</li> <li>Denman (1)</li> <li>Gabriola (1)</li> <li>Galiano (2)</li> <li>Hornby (1)</li> <li>Penders (3)</li> <li>Salt Spring (1)</li>   <li>Total = 10</li> </ul>
2010	<ul style="list-style-type: none"> <li>• <b>Tekla Deverell, North Pender</b></li> <li>• <b>Patti Willis, Denman</b></li> <li>• <b>Jon Guy, Saturna</b></li> <li>• <b>Sylvia Pincott, North Pender</b></li> <li>• <b>Dorothy Cutting, Salt Spring</b></li> <li>- Pat Ropars, Saturna</li> </ul>	None	<ul style="list-style-type: none"> <li>Denman (1)</li> <li>Pender (2)</li> <li>Salt Spring (1)</li> <li>Saturna (2)</li>   <li>Total = 6</li> </ul>
2009	<ul style="list-style-type: none"> <li>• <b>Kelsey Mech, Salt Spring</b></li> <li>• <b>Patricia McLaughlin, Denman</b></li> <li>• <b>Jacqueline Booth, Salt Spring (Posthumous nomination)</b></li> <li>- Andrew Carmichael, Hornby</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Hornby Island Residents and Ratepayers' Association</b></li> <li>• <b>Salt Spring Island Conservancy</b></li> </ul>	<ul style="list-style-type: none"> <li>Denman (1)</li> <li>Galiano (2)</li> <li>Hornby (2)</li> <li>Mayne (2)</li> <li>Lasqueti (1)</li> </ul>

Year	Individual Nominated & Island	Group Nominated & Island	Island Nominees
	<ul style="list-style-type: none"> <li>- Linda and Peter George, Gabriola</li> <li>- Janice Oakley and Martine Paulin, Galiano</li> </ul>	<ul style="list-style-type: none"> <li>- Lasqueti Internet Access Society</li> <li>- Mayne Island Early Childhood Society</li> <li>- Mayne Island Agricultural Society and Fall Fair</li> <li>- Pender Islands Community Service Society</li> <li>- Pender Organic Community Garden Society</li> </ul>	<p>Pender (2) Salt Spring (3)</p> <p>Total = 13</p>
2008	<ul style="list-style-type: none"> <li>• <b>Mary Cooper, Mayne</b></li> <li>• <b>Maureen Moore, Salt Spring</b></li> <li>• <b>Geri Crooks, Saturna</b></li> <li>• <b>Alasdair and Nancy Gordon, Lasqueti</b></li> <li>- Peter Askin, Mayne</li> <li>- John Arthur Money, Saturna</li> <li>- Patricia McLaughlin, Denman</li> <li>- Lon Wood, Thetis</li> <li>- Grant Gordon, Thetis</li> <li>- Patti Willis, Denman</li> <li>- Bowie Keefer, Galiano</li> <li>- Tekla Deverell, Pender</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Lasqueti Island Nature Conservancy</b></li> <li>• <b>Lyall Creek Salmon and Trout Enhancement Project, Saturna Island</b></li> <li>- Saturna Scribbler Volunteers</li> <li>- Land Trust Alliance of British Columbia</li> <li>- Pender Islands Animal Welfare Society</li> </ul>	<p>Denman (2) Galiano (1) Lasqueti (2) Mayne (2) Pender (2) Saturna (4) Salt Spring (1) Thetis (2) All islands (1)</p> <p>Total = 17</p>
2007	<ul style="list-style-type: none"> <li>• <b>Ursula Poepel - Pender Islands</b></li> <li>• <b>Karl Hamson - Pender Islands</b></li> <li>• <b>Jennifer Brown MacLeod - Gabriola</b></li> <li>- Derek Hopzapfel - Pender Islands</li> <li>- Sara Steil – Pender Islands</li> <li>- David Rae – Pender Islands</li> <li>- Beverley Vreeswijk - Thetis</li> </ul>	<ul style="list-style-type: none"> <li>• <b>The Pender Post - Pender Islands</b></li> <li>• <b>Gambier Island Conservancy</b></li> <li>• <b>SSI Alternative Gypsy Moth Control Program</b></li> <li>- Pender Islands Conservancy Association</li> </ul>	<p>Pender (7) Salt Spring (2) Gambier (1) Gabriola (1) Thetis (1)</p> <p>Total = 12</p>
2006	<ul style="list-style-type: none"> <li>• <b>Bob Burgess, Thetis</b></li> <li>• <b>Anne Johnson, Mayne</b></li> <li>- David Manning, Pender</li> <li>- Glenna Borsuk, Gabriola</li> <li>- Jan Kirby, Pender</li> <li>- Michelle Marsden, Pender</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Michelle Marsden and the B.C. Coastal Clean Up Campaign, Pender Islands</b></li> <li>• <b>Salt Spring Island Conservancy, Mount Erskine Campaign</b></li> </ul>	<p>Pender (4) Salt Spring I (1) Thetis (1) Mayne (1) Gabriola (1)</p> <p>Total = 8</p>
2005	<ul style="list-style-type: none"> <li>• <b>Hilary Brown, Hornby</b></li> <li>• <b>Katherine Dunster, Bowen</b></li> <li>- Nicholas/Naomi Wilde, North Pender (honourable mention)</li> <li>- Christa Grace-Warrick, North Pender</li> <li>- Darlene Gage, Hornby</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Hornby Water Stewardship Project</b></li> <li>• <b>Mayne Island Japanese Gardens</b></li> <li>- Denman Conservancy Association (honourable mention)</li> </ul>	<p>North Pender (5) Hornby (4) Salt Spring (2) Bowen (1) Gabriola (1) Denman (1) Mayne (1)</p>

Year	Individual Nominated & Island	Group Nominated & Island	Island Nominees
	<ul style="list-style-type: none"> <li>- Dave and Florence Davidson, North Pender</li> <li>- Leigh-Ann Millman, Gabriola</li> <li>- Maureen Moore, Salt Spring</li> <li>- Newell Smith, North Pender</li> <li>- Robert Weeden, Salt Spring</li> <li>- Sylvia Pincott, North Pender</li> </ul>	<ul style="list-style-type: none"> <li>- Hornby Island Community Economic Enhancement Corporation</li> </ul>	Total = 15
<b>2004</b>	<ul style="list-style-type: none"> <li>• <b>Kenneth Millard, Galiano</b></li> <li>• <b>Tom Gossett, Salt Spring</b> <ul style="list-style-type: none"> <li>- Susan Crowe, Hornby</li> <li>- Andrew Carmichael/Dale Chase, Hornby</li> <li>- Darlene Gage, Hornby</li> <li>- Don Herbert, Mayne</li> <li>- David Work, Hornby</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Island Stream and Salmon Enhancement Society, Salt Spring Island</b></li> <li>• <b>Salt Spring Island Residents for Responsible Land Use</b></li> </ul>	Hornby (4) Salt Spring (3) Galiano (1) Mayne (1)  Total = 9
<b>2003</b>	<ul style="list-style-type: none"> <li>• <b>Jenny Balke, Denman</b></li> <li>• <b>Tony Quin, Hornby</b> <ul style="list-style-type: none"> <li>- Margaret Taylor, Gabriola</li> <li>- Giles Bassett, Hornby</li> <li>- Chris Ferris, Lasqueti</li> <li>- Pat Forbes, Lasqueti</li> <li>- Donald Twohey, Passage</li> <li>- Kathy Reimer, Salt Spring</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Bowen Forest &amp; Water Management Society</b></li> <li>• <b>Islands in the Salish Seas Mapping Project - All Islands</b> <ul style="list-style-type: none"> <li>- Conservancy Hornby Island</li> <li>- Hornby Residents &amp; Ratepayers Assn</li> <li>- Mayne Agricultural Society and Fall Fair</li> <li>- The Pender Islands Museum Society</li> <li>- The Pender Islands Parks Commission</li> <li>- Whalewych Farm, Pender</li> <li>- Salt Spring Island Monetary Foundation</li> </ul> </li> </ul>	Hornby (4) Penders (3) Lasqueti (2) Salt Spring (2) Bowen (1) Denman (1) Gabriola (1) Mayne (1) Passage (1) All Islands (1)  Total = 17
<b>2002</b>	<ul style="list-style-type: none"> <li>• <b>Maureen Milburn, Salt Spring</b> <ul style="list-style-type: none"> <li>- Tony Quin, Hornby</li> <li>- David Spalding, South Pender</li> <li>- Bev Bullen, Hornby</li> <li>- Earl Hastings, Pender Islands</li> <li>- Helen Allison, North Pender</li> <li>- The Late Allan Brooks, South Pender</li> <li>- David and Mary Dennis, North Pender</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Community of Trincomali – North Pender Island</b></li> <li>• <b>Island Wildlife Natural Care Centre - Salt Spring Island</b> <ul style="list-style-type: none"> <li>- Pender Islands Recycling Society</li> <li>- Salt Spring Island Monetary Foundation</li> <li>- Salt Spring Women – Preserve /Protect</li> <li>- Salt Spring Women – Fundraising</li> </ul> </li> </ul>	Penders (7) Salt Spring (5) Hornby (2)  Total = 14



# BRIEFING

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**To:** Trust Programs Committee      **For the Meeting of:** February 11, 2026  
**From:** Trust Area Services      **Date Prepared:** January 26, 2026  
**SUBJECT:** Educational Webinar for Realtors

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**PURPOSE:** To provide information about a potential webinar for realtors across the Islands Trust Areas, and provide an opportunity for Trust Programs Committee to share any recommendations with staff to provide to Executive Committee.

**BACKGROUND:** At its February 12, 2025 meeting, Trust Programs Committee requested staff to bring back options to a future meeting for educational tools for realtors across the Trust Area, in collaboration with Planning Services, for consideration as a topic for the Stewardship Education Program.

Based on staff resourcing constraints and input from local realtors, staff consider that a webinar hosted by Islands Trust staff that could be promoted through the British Columbia Real Estate Association in order to reach realtors servicing the Islands Trust Area.

The webinar could focus on demonstrating how to use the new online MapIt software, presenting stewardship education resources that are available to newcomers, and answering any questions relating to land use regulations and updates in the Trust Area.

In preparing for an upcoming Living in the Trust Area mail out, staff have ascertained that there were a total of 379 properties purchased in the Islands Trust Area between April and November 30, 2025. While staff mail Islands Trust educational resources out to new property owners, a meeting with realtors would serve as an additional avenue to outreach to newcomers.

Note that a final recommendation on this topic will be directed to Executive Committee, which oversees Islands Trust's communications strategy.

**ATTACHMENT(S):** None.

**FOLLOW-UP:** Staff will prepare a request for decision to Executive Committee regarding a webinar for realtors demonstrating how to use the new online MapIt software, presenting stewardship education resources that are available to newcomers, and answering any questions relating to land use regulations and updates in the Trust Area. Staff will incorporate any recommendations provided by Trust Programs Committee.

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**Prepared By:** Chloe Straw, Program Coordinator

**Reviewed By/Date:** Clare Frater, Director of Trust Area Services, January 28, 2026



# REQUEST FOR DECISION

**To:** Trust Programs Committee      **For the Meeting of:** February 11, 2026  
**From:** Trust Area Services      **Date Prepared:** January 28, 2026  
**SUBJECT:** Policy Statement Amendment Policy

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## RECOMMENDATION:

**That Trust Programs Committee recommend that Trust Council replace the current Policy 1.2.1 with the draft updated Policy 1.2.1 [Policy Statement Amendment] dated February 11, 2026 for reference.**

## SENIOR STAFF COMMENTS:

Amending the Policy Statement Amendment Policy as proposed will ensure more regular consideration by Trust Council about whether to update the Trust Policy Statement. The long interval since the last comprehensive review and update to the Policy Statement is among the factors that has made the current Policy Statement Amendment Project such a challenging process.

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### 1 PURPOSE:

To request that Trust Programs Committee consider potential revisions to the Islands Trust Policy Statement Amendment Policy for recommendation to Trust Council.

### 2 BACKGROUND:

At its meeting of November 4, 2024, Trust Programs Committee (TPC) passed the following resolution:

#### **TPC-2024-024**

**It was MOVED and SECONDED,**

*that Trust Programs Committee direct staff to update Trust Council Policy 1.2.1 (Policy Statement Amendment) to:*

- *clarify that Trust Council must review the Policy Statement within the first year of a term of office to consider the need for amendments each term,*
- *identify which audiences must be engaged,*
- *add efficiencies regarding selections of topics, and*
- *correct reference errors.*

On August 26, 2024, Trust Programs Committee passed the following resolution:

*that Trust Programs Committee request Director Marlor, Legislative and Information Services, to review the Policy Statement Amendment Policy to provide an overview for potential amendments.*

These resolutions followed on earlier TPC discussions in 2020 about Trustee Peterson’s proposed Trustee RFD regarding the Policy Statement Amendment Policy and the following November 5, 2020 resolution:

*that Trust Programs Committee request staff to work with Trustee Peterson to refine the Amending the Policy Statement Amendment Policy 1.2.1. RFD, and bring it back to Trust Programs Committee before the March, 2021 Trust Council meeting.*

In response to these resolutions, staff are proposing the following substantive revisions to Policy 1.2.1 as shown in track changes in Attachment 1 of this RFD:

- Requiring that Trust Council consider the need to amend the Policy Statement within one year of its term in office (Revised clause 1.2)
- Requiring that Trust Council engage with Indigenous Governing Bodies to identify Policy Statement topic review priorities within one year of its term in office, consistent with Trust Council 2025-2028 Strategic Plan key initiative 1.1.2 (Revised clause 1.2)
- Removing the expectation that Trust Council engage the public when determining its Policy Statement topic review priorities (Revised clause 3.1)
- Removing clauses 4.8 and 4.9 as they are better located in the Policy Statement Implementation Policy

### **3 IMPLICATIONS OF RECOMMENDATION**

#### **ORGANIZATIONAL:**

The Policy Statement Amendment Policy revisions proposed would commit Trust Council to discussion in the first year of each term of office about whether to consider amendments to the Policy Statement. This would require an assigned staff person to remind Trust Council of this policy commitment. Resource requirements if Trust Council then resolves to consider Policy Statement amendments would be assessed at that time.

**FINANCIAL:** None.

#### **POLICY:**

The Policy Statement Amendment Policy may be subject to further revision based on Trust Council’s Policy Statement Implementation Plan, as well as implementation of the 2025-2028 Strategic Plan key initiative: 1.1.2 “Work with Indigenous Governing Bodies to co-design and implement future Policy Statement amendment review processes that ensure ongoing and more regular review and amendment of the Policy Statement.”

#### **IMPLEMENTATION/COMMUNICATIONS:**

Trust Council policy webpages will be updated. Staff operational procedures will be updated to reflect Trust Council Policy 1.2.1. Communication to relevant staff will be provided. Trustee orientation materials will also be updated.

**FIRST NATIONS RELATIONS:** The policy changes commit Trust Council to, within the first year of a term of office, seeking early engagement with Indigenous Governing Bodies regarding potential Policy Statement topic review priorities and consideration of the need to amend the Policy Statement.

**OTHER:** None.

**4 RELEVANT POLICIES:** N/A.

**5 ATTACHMENTS**

1. Draft Trust Council Policy 1.2.1 [Policy Statement Amendment]
- 

**RESPONSE OPTIONS**

**Recommendation:**

**That Trust Programs Committee recommend that Trust Council replace the current Policy 1.2.1 with the draft updated Policy 1.2.1[Policy Statement Amendment] dated February 11, 2026 for reference.**

**Alternative:**

Trust Programs Committee can make additional, or alternative, revisions to the policy changes proposed in Attachment 1. If it chooses to do so, it could pass the following resolutions:

1. That Trust Programs Committee further amend revised draft Policy 1.2.1 [Policy Statement Amendment] as follows:
    - a. By . . . .
  2. That Trust Programs Committee recommend that Trust Council replace the current Policy 1.2.1 with the draft updated Policy 1.2.1[Policy Statement Amendment], as amended, dated February 11, 2026 for reference.
- 

**Prepared By:** Jason Youmans, Senior Policy Advisor

**Reviewed By/Date:** Clare Frater, Director, Trust Area Services/January 30, 2026



<b>Policy:</b>	1.2.1
<b>Approved By:</b>	Trust Council
<b>Approval Date:</b>	December 8, 1995
<b>Amendment Date(s):</b>	March 6, 1998; March 23, 2016
<b>Policy Holder:</b>	Director of Trust Area Services

## POLICY STATEMENT AMENDMENT

### Purpose

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

### A. Definitions

1. “Engagement Plan” is a plan for engaging Indigenous Governing Bodies and interested and affected parties~~First Nations and stakeholders~~ that is consistent with any protocol agreements in place (see C.4) and contains at least the following sections:

1. Context
2. Objectives
3. List of interested parties
4. Key messages
5. Engagement activities
6. Timing
7. Risks and mitigations
8. Resources

and considers the following audiences:

1. Trust Area electors
2. local trust committees/island municipalities
3. Indigenous Governing Bodies~~First Nations~~
4. regional districts operating within the Trust Area
5. school district boards, and improvement district boards,
6. the provincial and federal governments and their agencies, as determined in consultation with the ministry responsible for local government; and
7. other persons, organizations and authorities with interests the Islands Trust Council considers will be affected.

2. “Policy Statement Topic Review Inventory” is a document that compiles, at a minimum, suggestions for Policy Statement topics needing clarification, revision, or expansion and suggested new Policy Statement topics.

### B. Policy

#### 1. Requirements

- 1.1 The Policy Statement Bylaw may be amended by Trust Council with the approval of the Minister responsible for local government.

- 1.2 ~~Trust Council will, within the first year of a term in office, seek early engagement with Indigenous Governing Bodies regarding potential Policy Statement topic review priorities and consider the need to amend the Policy Statement. Each term, Trust Council will identify Policy Statement review and/or amendment tasks.~~
- 1.3 Trust Council will assign the Executive Committee, Trust Programs Committee or a select committee (delegated body) to coordinate the Policy Statement amendment process.
- 1.4 Adoption of Policy Statement amendments will occur only after Trust Council has undertaken a first, second and third reading and received approval of the Minister responsible for local government.
- 1.5 Ministerial approval is based on ensuring no conflicts with Provincial interests and adequate engagement with ~~First Nations~~ Indigenous Governing Bodies.

## 2. Topic Review Inventory

- 2.1 Upon request by trustees, Trust Council will consider suggestions for Policy Statement topic reviews and, by resolution, will direct inclusion in a Topic Review Inventory document.

## 3. Topic Review Process

- 3.1 If a newly elected Trust Council has ~~undertaken public consultation to~~ set its priorities for the current term, (e.g through a strategic planning process) Trust Council may use ~~the results of the consultation~~ those priorities, as well as any suggestions made by Indigenous Governing Bodies, to inform selection of Policy Statement topic review priorities. ~~Otherwise, Trust Council will use its Policy Statement Topic Review Inventory, as well as any suggestions made by Indigenous Governing Bodies, to inform potential topic review priorities. If no public consultation on priorities for the current term has occurred, Trust Council will engage with those identified in C.1 before selecting Policy Statement topic review priorities for the term.~~
- 3.2 After reviewing any applicable commitments in its agreements and bylaws, Trust Council will provide any notice required and may consider whether to engage with other governments before selecting Policy Statement topic review priorities.
- 3.23 Once Trust Council has selected topics for review, Trust Council will assign review of the selected priority Policy Statement topics to its delegated body and request recommendations regarding possible amendments to the Policy Statement Bylaw.
- 3.34 As part of its annual budget cycle, Trust Council will allocate resources as necessary to the Policy Statement topic review process. ~~required to review the selected topics.~~
- 3.45 Trust Council may establish or adjust Policy Statement topic review priorities at any time.

3.56 Once Trust Council has selected topics for review, Trust Council will inform the Ministry responsible for local government and invite First Nations Indigenous Governing Bodies in the Trust Area to participate in ~~the~~ next steps.

#### 4. Amendment Process

- 4.1 The Executive Committee will guide agency and Indigenous Governing Body referrals, public engagement, internal processing, and Policy Statement Bylaw amendment requirements, in accordance with its Terms of Reference.
- 4.2 As soon as practicable after the initiation of a Policy Statement amendment process, the Executive Committee must ~~adopt~~ approve an engagement plan per Section CA.1., and must consider whether ~~the opportunities for~~ engagement with one or more of the persons, organizations and authorities listed in the plan should be early and ongoing.
- 4.3 Based on the engagement plan ~~adopted~~ approved by Executive Committee in 4.2, the Trust Council's delegated body will engage ~~with stakeholders and First Nations Indigenous Governing Bodies and interested and affected parties~~ about each topic proposed for amendment, prior to drafting a Policy Statement Amendment bylaw.
- 4.4 After first reading of the Policy Statement Amendment bylaw, Trust Council will request that the amendments be referred to First Nations Indigenous Governing Bodies, island municipalities, regional districts and provincial and federal government agencies or departments having jurisdiction in the Trust Area. The minimum referral period to other agencies will be 45-90 days.
- 4.5 The Executive Committee, prior to third reading by Trust Council may provide for public input to Trust Council through correspondence, delegations or petitions, or other methods, in accordance with the Meeting Procedures Bylaw.
- 4.6 Trust Council, prior to third reading, will review input received from Islands Trust Council committees, local trust committees, the Islands Trust Conservancy Board, trustees or staff of the Islands Trust, First Nations Indigenous Governing Bodies and referral agencies and the public, and all input received through methods outlined in the engagement plan adopted in accordance with section CA.1.
- 4.7 After Trust Council has adopted an amendment to the Policy Statement the Executive Committee will advise all consulted First Nations Indigenous Governing Bodies and referral agencies in accordance with the adopted engagement plan.
- 4.8 ~~If Trust Council adopts an amendment to the Policy Statement that changes directive policies, Trust Council will advise local trust committees and island municipalities on resulting updates to official community plans.~~

~~4.9 — If Trust Council adopts an amendment to the Policy Statement that changes directive policies, Trust Council will consider giving funding priority to local trust committee programs that implement the new directive policies during the budgeting process.~~

## 5. Communications

5.1 The Executive Committee will monitor and report on the implementation of this policy to Council annually while producing the Islands Trust Annual Report.

## 6. Policy Statement Review

6.1 The Islands Trust Council may, from time to time, initiate a public review of the entire Policy Statement.

## C. Legislated References

1. *Islands Trust Act*: Sections 15, 16, 22 and 27
2. Policy Statement Bylaw (No. 17)
3. Policy and Procedures Manual:
  1. Policy Statement Implementation (1.3.1)
  2. Coordination Agreements Process (2.1.4)
  3. Meeting Procedures Bylaw 101 (2.2.4)
  4. Priority Setting/Review Guidelines (6.2.1)
  5. Budget Process Policy (6.3.1)
  6. Annual Report Policy (6.10.1)
4. Protocol Agreements:
  1. Islands Trust Council – Bowen Island Municipality Protocol Agreement
  2. Islands Trust Council – Snuneymuxw First Nation Protocol Agreement
  3. Islands Trust Council – Lyackson First Nation Protocol Agreement
  4. Islands Trust Council – BC Assets and Land Corporation
  5. BC Ferries Corporation
  - 3-6. Islands Trust Council/Trust Fund Board Memorandum of Agreement Bylaw No. 86, 2001

## D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

n/a



# REQUEST FOR DECISION

**To:** Trust Programs Committee      **For the Meeting of:** February 11, 2026  
**From:** Trust Area Services      **Date Prepared:** December 12, 2025  
**SUBJECT:** Proposed Trust Programs Committee 2026/2027 Fiscal Meeting Schedule

**RECOMMENDATIONS:**

1. That Trust Programs Committee adopt the proposed meeting dates of May 7, 2026; July 23, 2026; November 26, 2026; and February 4, 2027 for the 2026/27 fiscal year.
2. That Trust Programs Committee schedule all fiscal 2026/2027 Trust Programs Committee meeting dates as electronic meetings.

**SENIOR STAFF COMMENTS:**

The proposed meeting dates allow for appropriate coordination of financial activities with Executive Committee and Trust Council meeting dates, and allows adequate time for staff and Committee members to perform their duties with appropriate care and due diligence. It does not include an April meeting for consideration of Secretariat Services support allocation as this function will now be considered by Trust Council in March of each year.

**PURPOSE:**

1. To seek Trust Programs Committee approval for the Trust Programs Committee meeting schedule for the 2026/27 fiscal year; and to determine meeting formats (electronic or in-person).

**BACKGROUND:**

Meeting Dates

Each November, the Trust Programs Committee establishes meeting dates for the upcoming fiscal year by resolution. As the November 2025 meeting was cancelled, this briefing is being considered in February 2026.

The current trustee term concludes with the election on October 17, 2026. The final meeting of the existing Trust Programs Committee will be held on July 23, 2026, and the newly constituted Committee will convene for the first time on November 26, 2026 with the first meeting focused on orientation to the committee.

Proposed meetings dates for fiscal 2026/27 year are as follows:

PROPOSED TPC DATE	ASSOCIATED EC DATE	TRUST COUNCIL DATES	ANNUAL TPC TASKS

<b>Thursday, May 7, 2026</b>	June 3, 2026 (EC agenda deadline May 29)	June 16-18 2026	Annual Report: Approval of TPC Section – RFD Topics for next fiscal business cases – RFD Work program for TC approval Community Stewardship Awards – BRF and In-Camera RFD
<b>Thursday, July 23, 2026</b>	August 26 (agenda August 21)	September 9-11, 2026	Budget business cases – RFD Draft Chair letter to next TPC/TPC Chair – for comment Agreements Monitoring Chart (in last year of a 4-year term) Community Stewardship Awards – BRF (in last year of a 4-year term)
<b>Thursday, November 26, 2026</b>	Not applicable as orientation only	December 8-10, 2026	Orientation Proposed TPC Meeting Dates – RFD Review Community Stewardship Awards and consider recommendations to Trust Council
<b>Thursday, February 4, 2027</b>	February 24, 2027 (EC agenda deadline February 19)	March 9- 11, 2027	Work program for TC approval

#### Meeting Format

Staff are requesting that Trust Programs Committee determine, as early as possible, if they wish to continue with electronic meetings for 2026 and 2027. Early decision making in this regard will help staff with meeting logistics and will inform budget planning for this area.

Electronic meetings create time savings for trustees who do not have to travel, time savings for staff in terms of travel and catering arrangements, generates several thousands of dollars in cost savings to the organization annually, and reduces corporate greenhouse gas emissions in alignment with Islands Trust values. In addition, fully electronic meetings tend to generate higher quality meeting recordings for future public viewings.

Trust Council Bylaw 101 permits Council Committees to conduct fully electronic regular and special meetings. Section 11.11(a) states: *“A regular or special meeting of a Council committee or a special meeting of the Executive Committee may be conducted entirely by means of audio or audio and visual electronic communication facilities if a majority of the members of the committee have agreed by resolution that the meeting may be conducted in this way and provided the Secretary has received sufficient notice and can make the necessary arrangements.”*

#### **IMPLICATIONS OF RECOMMENDATION**

##### **ORGANIZATIONAL:**

Allows for appropriate coordination of financial activities with Executive Committee and Trust Council meeting dates, and allows adequate time for staff and Committee members to perform their duties with appropriate care and due diligence.

##### **FINANCIAL:**

No financial impact associated with setting meeting dates.

Selection of all electronic meetings for 2026/27 will generate a few thousand dollars in financial savings as well as reduced greenhouse gas emissions and time savings from reduced travel. The draft 2026/27 budget will reflect TPC decisions made related to this topic.

**POLICY:** None.

**IMPLEMENTATION/COMMUNICATIONS:** Communications with meeting administrative staff will circulate internally for purposes of planning.

**FIRST NATIONS RELATIONS:** None.

**OTHER:** None.

**RELEVANT POLICIES:**

[Trust Council Bylaw 101](#)

[Trust Council Policy 2.3.1 Council Committee System](#)

**ATTACHMENTS:** None.

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**RESPONSE OPTIONS**

**Recommendations:**

1. That Trust Programs Committee adopt the proposed meeting dates of May 7, 2026; July 23, 2026; November 26, 2026; and February 4, 2027 for the 2026/27 fiscal year.
2. That Trust Programs Committee schedule all fiscal 2026/2027 Trust Programs Committee meeting dates as electronic meetings.

**Alternatives:**

1. That Trust Programs Committee adopt the proposed meeting schedule for the 2026/27 fiscal year with amendments [as directed].
  2. That Trust Programs Committee direct staff to schedule only the 2026/27 Trust Programs Committee meeting dates of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ as electronic meetings.
  3. That Trust Programs Committee direct staff to schedule all 2026/27 fiscal year Trust Programs Committee meetings as in-person meetings.
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**Prepared By:** Corlynn Strachan, Executive Administrative Assistant, Executive Office

**Reviewed By:** Clare Frater, Director, Trust Area Services/January 27, 2026

## Active Projects Report

### Trust Programs Committee

#### 1. Stewardship Education Program

Activity:	Responsible	Dates
Develop and implement a stewardship education activities in accordance with approved 2025/26 business case.	Chloe Straw Clare Frater Morgana van Niekerk	Rec'd: 12-Mar-2025 Target: 31-Mar-2026

#### 2. Secretariat Role to Forums within the Trust Area

Activity:	Responsible	Dates
Administer Secretariat Services program in accordance with Secretariat Services Policy.	Chloe Straw Clare Frater	Rec'd: 15-Apr-2025 Target: 31-Mar-2026

#### 3. Trust Council Policy 1.2.1 (Policy Statement Amendment)

Activity:	Responsible	Dates
Review of the Policy with the view of making recommendations to Trust Council for amendments if required.	Clare Frater Jason Youmans	Rec'd: 04-Nov-2024 Target: 30-Oct-2026

## Future Projects Report

### Trust Programs Committee

1. <i>Consider Community Benefit Land Trust concept for Islands Trust (Strategic Plan initiative 2.3.1)</i>	Responsible	Date Received
<p>Initiation timeline: To be determined. (Should include further consideration of the Community Benefit Land Trust Concept briefing presented to TPC on February 5, 2021.)</p>	Clare Frater	12-Mar-2025
2. <i>Implement Community Stewardship Awards Program</i>	Responsible	Date Received
<p>Staff will initiate in February 2026.</p> <p>2.1.11 Administration of Community Stewardship Awards Program Policy states: Islands Trust Programs Committee of Trust Council is responsible for initiating Islands Trust Community Stewardship Awards Program in February in the final year of each term.</p>	Clare Frater	02-Dec-2021
3. <i>Review all Trust Council policies, and where appropriate, amend, combine or rescind (Strategic Plan initiative 1.2.5)</i>	Responsible	Date Received
<p>TPC related policies to be reviewed this term of office (by October 2026):</p> <ul style="list-style-type: none"> <li>1.2.1 Policy Statement Amendment Policy</li> <li>2.1.11 Administration of the Community Stewardship Awards Program Policy</li> <li>2.1.15 Secretariat Services Policy</li> </ul> <p>Initiation timeline: TPC has already requested amendments to policy 1.2.1. Project charters to amend policies 2.1.11 and 2.1.15 in 2026/27 will be initiated in 2026.</p>	Clare Frater	12-Mar-2025

## Future Projects Report

### Trust Programs Committee

<p><b>4.</b> <i>Work with other agencies to facilitate data gathering / share in the development of environmental indicators (Strategic Plan initiative 2.1.1)</i></p>	<p><b>Responsible</b></p>	<p><b>Date Received</b></p>
<p>Initiation timeline: To be determined.</p>	<p>Clare Frater</p>	<p>12-Mar-2025</p>
<p><b>5.</b> <i>Identify indicators of ecosystem health and integrity (Strategic Plan initiative 3.2.1)</i></p>	<p><b>Responsible</b></p>	<p><b>Date Received</b></p>
<p>Business case for funding due by September 2025. Project plan required for implementation in 2026/27.</p>	<p>Clare Frater</p>	<p>12-Mar-2025</p>
<p><b>6.</b> <i>Update the State of the Islands Report (Strategic Plan initiative 3.2.2)</i></p>	<p><b>Responsible</b></p>	<p><b>Date Received</b></p>
<p>Business case for funding due by September 2026. Project plan required for implementation in 2027/28.</p>	<p>Clare Frater</p>	<p>12-Mar-2025</p>
<p><b>7.</b> <i>Develop a shared inter-agency ecosystem health indicator toolkit for citizen groups, conservancies, and other agencies (Strategic Plan initiative 3.2.3)</i></p>	<p><b>Responsible</b></p>	<p><b>Date Received</b></p>
<p>Initiation timeline: To be determined</p>	<p>Clare Frater</p>	<p>12-Mar-2025</p>
<p><b>8.</b> <i>Develop a climate action strategy, set baseline data and targets (Strategic Plan initiative 4.1.1)</i></p>	<p><b>Responsible</b></p>	<p><b>Date Received</b></p>
<p>Initiation timeline: To be determined</p>	<p>Clare Frater</p>	<p>12-Mar-2025</p>

## Future Projects Report

### Trust Programs Committee

<p><b>9. Partner with agencies and others to share climate data (Strategic Plan initiative 4.1.2)</b></p>	<p><b>Responsible</b></p>	<p><b>Date Received</b></p>
<p>Project plan required for implementation in 2026/27. No anticipated funding request.</p>	<p>Clare Frater</p>	<p>12-Mar-2025</p>
<p><b>10. Design and implement a climate action education plan (Strategic Plan initiative 4.2.1 )</b></p>	<p><b>Responsible</b></p>	<p><b>Date Received</b></p>
<p>Business case for funding due by September 2025. Project plan required for implementation in 2026/27.</p>	<p>Clare Frater</p>	<p>12-Mar-2025</p>
<p><b>11. Implement activities assigned by the future Reconciliation Action Plan (2025-2028) implementation plan (To be assigned by TC) (Strategic Plan Initiative 5.1.5)</b></p>	<p><b>Responsible</b></p>	<p><b>Date Received</b></p>
<p>To be determined. Staff is drafting new Reconciliation Action Plan and associated implementation plan for Trust Council approval.</p>	<p>Clare Frater</p>	
<p><b>12. Implement activities assigned by the Freshwater Sustainability Strategy (2022-2032) implementation plan (To be assigned by TC) (Strategic Plan Initiative 2.1.3)</b></p>	<p><b>Responsible</b></p>	<p><b>Date Received</b></p>
<p>To be determined. Regional Planning Committee is developing a Freshwater Sustainability Strategy Implementation Plan for Trust Council approval.</p>	<p>Clare Frater</p>	
<p><b>13. Recommend updates to Crown Land Agreements</b></p>	<p><b>Responsible</b></p>	<p><b>Date Received</b></p>

## Future Projects Report

### Trust Programs Committee

Implement Crown Land Protocol project charter V2 and engage Bowen Island Municipality and the Province of B.C. in updating and consolidating existing agreements about Crown land into one agreement.

Clare Frater

07-May-2025

Strategic Plan Initiative 1.2.7: Review all Trust Council and local trust committee agreements and where appropriate, amend, combine or rescind is assigned to EC. On April 23, 2025, Executive Committee requested staff forward April 23, 2025 and February 26th, 2025 briefings on Crown tenure application referrals to Trust Programs Committee for consideration for updating protocols and letters of understanding with the Crown.

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