



# Trust Programs Committee Agenda

Date: Monday, April 15, 2024  
Time: 9:00 am - 12:00 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 **Draft TPC Minutes of February 14, 2024** 3 - 7

For review and approval
  - 6.2 **Resolutions Without Meeting**

None.
  - 6.3 **Follow up Action List** 8 - 9

For review
7. **BUSINESS - WORK PROGRAM ITEMS**
  - 7.1 **Secretariat Services to Coordination Groups in the Trust Area - Request For Decision** 10 - 12
    - 7.1.1 **Trust Council Policy 2.1.15 - Secretariat Services** 13 - 15
    - 7.1.2 **Rural Island Economic Partnership** 16 - 17

|       |  |         |
|-------|--|---------|
| 7.1.3 | Baynes Sound Lambert Channel Ecosystem Forum | 18 - 19 |
| 7.1.4 | Coastal Douglas-fir Conservation Partnership | 20 - 21 |
| 7.1.5 | Átl'ka7tsem/Howe Sound Community Forum       | 22 - 23 |
| 7.1.6 | Southern Gulf Islands Forum                  | 24 - 26 |

**8. BUSINESS - NEW**

**9. NEXT MEETING**

Wednesday, May 22 from 10:00 a.m. to 3:00 p.m.

**10. 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.

**11. RISE AND REPORT**

If requested

**12. 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:** February 14, 2024  
**Location:** Electronic Meeting

**Members Present:** Kristina Evans, Chair/South Pender Island Trustee  
Sam Borthwick, Denman Island Trustee  
Sue Ellen Fast, Bowen Island Municipal Trustee  
Jamie Harris, Salt Spring Island Trustee  
Tim Peterson, Lasqueti Island Trustee (EC Representative)  
Peter Luckham, Islands Trust Council Chair and Thetis Island Trustee  
(Ex Officio TPC member)

**Member Regrets:** Alex Allen, Vice-Chair/Hornby Island Trustee

**Staff Present:** Clare Frater, Director, Trust Area Services  
David Marlor, Director, Legislative Services  
Mary Storzer, Senior Policy Advisor  
Tyler Brown, Senior Policy Advisor  
Robert Barlow, Legislative Services Clerk/Recorder

**Others Present:** No member of the public was present.

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

Chair Evans called the meeting to order at 10:00 a.m. and acknowledged that the committee members are fortunate to be able to gather in locations across the territories of Coast Salish First Nations. Trustees and Staff introduced themselves.

### **2. AGENDA**

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

No late item nor changes to the agenda were presented for consideration.

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

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

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

No member of the public was present.

**4. DELEGATIONS**

None.

**5. CORRESPONDENCE**

None.

**6. ADMINISTRATIVE COORDINATION**

**6.1 Draft Minutes of Previous Meeting**

6.1.1 Trust Programs Committee (TPC) Minutes of November 6, 2023

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

**6.2 Resolutions Without Meeting (RWM)**

6.2.1 RWM 2024-01 – Set TPC meeting schedule for 2024

Provided for information.

**6.3 Follow Up Action List**

Director Frater spoke to the FUAL items that were in progress.

**7. BUSINESS - WORK PROGRAM ITEMS**

**7.1 Policy Statement Amendment Project Update – Briefing**

Director Frater provided an update on the project indicating that the primary focus over the last few months has continued to be engagement with First Nations on the staff draft and seeking their written input, but also having meetings with First Nations to talk through any concerns, answer questions, and explain the context. Discussion included:

- a recurring frequently raised topic during meetings with First Nations is the topic of governance as Staff are consistently hearing a desire for Islands Trust Council and local trust committees to more actively respect Indigenous rights to self-governance and co-governance, and for Islands Trust to be actively working to find a path forward to implement the United Nations Declaration on the Rights of Indigenous Peoples (UN Declaration)
- potential amendments to the provincial *Land Act* would allow for shared decision-making with First Nations
- all discussions with First Nations have been with Islands Trust Staff and not trustees

**7.2 Wildfire Webinar Two-Part Series Project Charter – Request for Decision**

Senior Policy Advisor Storzer introduced the RFD that sought endorsement and direction for a Wildfire Webinar in March 2024 as part of the Stewardship Education Speaker Series.

Committee discussion included whether there was a need to discuss the agenda item in an in-camera meeting.

**12. CLOSED MEETING**

**TPC-2024-001**

**It was MOVED and SECONDED,**

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90, (n)the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2); and that the recorder and staff attend the meeting.

**CARRIED**

The meeting closed at 10:46 a.m. and was reopened at 11:00 a.m. without report.

**TPC-2024-002**

**It was MOVED and SECONDED,**

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90, (g)litigation or potential litigation affecting the municipality; and that the recorder and staff attend the meeting.

**CARRIED**

The meeting closed a second time at 11:01 a.m. and was reconvened in open meeting at 11:12 a.m. without report.

The Committee returned to agenda item 7.2

**7.2 Wildfire Webinar Two-Part Series Project Charter – Request for Decision**

Committee discussion included:

- staff are speaking with Ruth Waldick who could be the moderator
- staff are looking for interested experts to participate

**TPC-2024-003**

**It was MOVED and SECONDED,**

that Trust Programs Committee endorse the Wildfire Webinar Project Charter, dated February 14, 2024.

**CARRIED**

**8. BUSINESS – OTHER**

**8.1 Montreal Pledge COP15 Biodiversity Framework and potential impacts for the work of Islands Trust – BRF**

Director Frater presented the Briefing, reminding the Committee that initially this was a matter that a delegation to Trust Council presented which was then referred to the Trust Programs Committee and the Regional Planning Committee for comment. Members of those two committees then struck a working group that discussed the issue and provided a presentation to Trust Council who then requested the two committees to provide possible actions for inclusion in the strategic planning process. Trustee Fast, a member of the trustee working group, spoke to the briefing.

Committee discussion included:

- dynamic spatial planning of mapping can show changes over time which can support land use planning
- the Municipal Protected Areas program supports municipalities to protect nature and advance Canada’s 30x30 conservation target
- all of the areas protected by Islands Trust could be registered in that program
- the value of the framework when working on the Policy Statement Amendment Project

Trustee Peterson left the meeting 11:40 a.m.

- water mapping is vital and can avoid community polarization about human needs v. environment

**TPC-2024-004**

**It was MOVED and SECONDED,**

that Trust Programs Committee refer the report “Montreal Pledge COP15 Biodiversity Framework and potential impacts for the work of Islands Trust” back to the working group for specific recommendations.

**CARRIED**

**9. BUSINESS – NEW**

None.

**10. WORK PROGRAM**

Director Frater presented the current Work Program (Active Projects and Future Projects).

**TPC-2023-005**

**It was MOVED and SECONDED,**

that Trust Programs Committee forward the current work program to Trust Council for their review approval.

**11. NEXT MEETING**

Monday, April 15, 2024 from 9:00 a.m. to 2:00 p.m. either electronically (Zoom) or in-person in Nanaimo

The Committee noted that they may require a second meeting in April to separate discussion of the Policy Statement Amendment Project from other normal business.

**13. ADJOURNMENT**

**By general consent** the meeting adjourned at 12:03 p.m.

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

Certified Correct:

\_\_\_\_\_  
Robert Barlow, Legislative Services Clerk/Recorder

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

## Follow Up Action Report

### Trust Programs Committee

#### 05-Nov-2020

| Activity  | Responsibility | Dates               | Status      |
|---|----------------|---------------------|-------------|
| <ol style="list-style-type: none"> <li>Staff to refine the Amending the Policy Statement Amendment Policy 1.2.1. RFD, and bring it back to Trust Programs Committee.<br/><b>ON HOLD pending staff capacity</b></li> </ol> | Clare Frater   | Target: 31-Aug-2026 | In Progress |

#### 14-May-2021

| Activity  | Responsibility | Dates               | Status      |
|---|----------------|---------------------|-------------|
| <ol style="list-style-type: none"> <li>that Trust Programs Committee request staff to review current criteria, and to provide feedback or suggestions for criteria for future Secretariat Services applications.<br/><b>ON HOLD pending staff capacity</b></li> </ol> | Clare Frater   | Target: 01-Apr-2024 | In Progress |

#### 06-Nov-2023

| Activity | Responsibility | Dates | Status |
|----------|----------------|-------|--------|
|----------|----------------|-------|--------|

## Follow Up Action Report

### Trust Programs Committee

#### 06-Nov-2023

| Activity   | Responsibility | Dates               | Status    |
|--|----------------|---------------------|-----------|
| <p>1 Staff to update the "Stewardship Tips" document:</p> <ul style="list-style-type: none"> <li>- language in regards to First Nations needs to be stronger</li> <li>- make clear that language in the "Think about Trees" section that provides information specifically tailored for this region on managing forests for ecosystem values while also managing for fire indicates the purpose of the activities is to reduce risk of wildfire</li> <li>- staff to incorporate committee comments and review the edited version with Chair Evans prior to publishing</li> </ul> | Clare Frater   | Target: 17-Feb-2023 | Completed |

#### 14-Feb-2024

| Activity   | Responsibility | Dates               | Status      |
|--|----------------|---------------------|-------------|
| <p>1 that Trust Programs Committee refer the report "Montreal Pledge COP15 Biodiversity Framework and potential impacts for the work of Islands Trust" back to the working group for specific recommendations.</p> |                | Target: 22-May-2024 | In Progress |



## REQUEST FOR DECISION

**To:** Trust Programs Committee      **For the Meeting of:** April 15, 2024  
**From:** Trust Area Services      **Date Prepared:** April 5, 2024  
**SUBJECT:** Secretariat Services to Coordination Groups in the Trust Area

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### RECOMMENDATIONS:

That Trust Programs Committee allocate for fiscal year 2024/25:

- \$X,XXX to support the coordination of the Rural Island Economic Partnership,
- \$X,XXX to support the coordination of the Baynes Sound Lambert Channel Ecosystem Forum,
- \$X,XXX to support the coordination of the Coastal Douglas-fir Conservation Partnership,
- \$X,XXX to support the coordination of the Átl'ka7tsem/Howe Sound Community Forum
- \$X,XXX to support the coordination of the Southern Gulf Islands Forum, and
- \$XXX to support the coordination of the Vancouver Island and Coastal Communities Climate Leadership Steering Committee.

**DIRECTOR OF TRUST AREA SERVICES COMMENTS:** Trust Council's Secretariat Services Policy guides delivery of the Secretariat Services program.

- 1 PURPOSE:** To provide Trust Programs Committee (TPC) with background information, and to provide requests for secretariat support for coordination groups in the Islands Trust Area.
- 2 BACKGROUND:** There are a number of coordinating groups operating in the Trust Area, largely supported by volunteer or in-kind staff effort. These bodies bring together federal, provincial, First Nation, local and regional levels of government, not-for-profits and/or community members on a regular basis to discuss matters of mutual interest/concern.

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

In December 2019, Trust Council adopted the 2018-2022 Strategic Plan that includes Strategy #21: Provide a secretariat role to forums within the Trust Area. Trust Council has extended this Strategic Plan into the 2022-2026 term.

In September 2020, Trust Council adopted a Secretariat Services policy, as recommended by TPC.

TPC support to forums can be via staff support through contribution of staff time, financial support, or a combination of the two. It is important to note that this is not a granting process. Islands Trust can offer administrative support via staff time or contract.

The Secretariat Services policy states that TPC will assess opportunities to provide Secretariat Services at its first meeting of the fiscal year. If staff resources or funding remain unallocated after this meeting, TPC may consider additional opportunities at future meetings.

In May 2021, TPC requested staff to review current criteria, and to provide feedback or suggestions for criteria for future Secretariat Services applications. Staff plan to bring this forward to TPC this year for review.

In March 2024, Trust Council adopted a budget with \$15,000 for 2024/25 for secretariat services.

Past allocation amounts are available on the Support for Coordination Groups webpage: <https://islandstrust.bc.ca/programs/support-for-coordination-groups/>

The following organizations have provided Letters of Interest (attached) outlining administration needs.

| Coordination Group   | Administrative Needs – staff direct time | Administrative Needs – contracted support |
|--|--|---|
| Rural Island Economic Partnership  | None.                                    | \$1,500                                   |
| Baynes Sound Lambert Channel Ecosystem Forum                                   | None.                                    | \$2,500                                   |
| Coastal Douglas-fir Conservation Partnership                                   | None.                                    | \$3,000                                   |
| Átl'ka7tsem/Howe Sound Community Forum (and Ocean Watch Action Committee)      | None.                                    | \$4,000                                   |
| Southern Gulf Islands Forum  | None.                                    | \$3,000                                   |
| Vancouver Island and Coastal Communities Climate Leadership Steering Committee | None.                                    | \$250                                     |
| <b>TOTAL REQUESTS:</b>   |  | <b>\$14,250</b>                           |
| <b>2024/25 BUDGET:</b>   |  | <b>\$15,000</b>                           |

### 3 IMPLICATIONS OF RECOMMENDATION

**ORGANIZATIONAL:** Currently, the Program Coordinator position is vacant so there is limited support for this program and there may be a delay in requesting contracts.

**FINANCIAL:** In the 2024/25 fiscal year, TPC has \$15,000 budgeted to spend on secretariat services.

**POLICY:** Trust Council Policy 2.1.15 Secretariat Services (see attached)

**IMPLEMENTATION/COMMUNICATIONS:** Following TPC’s decision, staff will notify the coordination groups of the decision and develop requests for service contracts. Information about the secretariat support for coordinating bodies in 2024/25 will be included on the website.

**FIRST NATIONS:** TPC is encouraged to prioritize support for coordinating bodies that are guided by the principles of inclusion and diversity and are informed by First Nations, Métis, and/or Inuit understanding in keeping with the Islands Trust’s Reconciliation Declaration.

**OTHER:** N/A

**4 RELEVANT POLICY:** Trust Council Policy 2.1.15 Secretariat Services

**5 ATTACHMENTS:**

- Trust Council Policy 2.1.15 - Secretariat Services
- Rural Island Economic Partnership – Letter of Interest
- Baynes Sound Lambert Channel Ecosystem Forum – Letter of Interest
- Coastal Douglas-fir Conservation Partnership – Letter of Interest
- Átl'ka7tsem/Howe Sound Biosphere Region Initiative Society - Howe Sound Forum – Letter of Interest
- Southern Gulf Islands Forum – Letter of Interest

There is no written request from the Vancouver Island and Coastal Communities Climate Leadership Steering Committee as the request was not expected to be provided until later in the year. However, staff expect the Steering Committee will request \$250 as was done for 2023/24. Staff can provide a verbal update at the meeting.

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## **RESPONSE OPTION**

### **Recommendations:**

**That Trust Programs Committee allocate for fiscal year 2024/25:**

**That Trust Programs Committee allocate for fiscal year 2024/25:**

- **\$X,XXX to support the coordination of the Rural Island Economic Partnership,**
- **\$X,XXX to support the coordination of the Baynes Sound Lambert Channel Ecosystem Forum,**
- **\$X,XXX to support the coordination of the Coastal Douglas-fir Conservation Partnership,**
- **\$X,XXX to support the coordination of the Átl'ka7tsem/Howe Sound Community Forum**
- **\$X,XXX to support the coordination of the Southern Gulf Islands Forum, and**
- **\$XXX to support the coordination of the Vancouver Island and Coastal Communities Climate Leadership Steering Committee.**

### **Alternatives:**

- 1) Defer the decision to request more information from the coordination groups.

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**Prepared By:** Gillian Nicol, A/Planning Technician

**Reviewed By/Date:** Clare Frater, Director of Trust Area Services/ April 5, 2024



|                           |                                 |
|---------------------------|---------------------------------|
| <b>Policy:</b>            | 2.1.15                          |
| <b>Approved By:</b>       | Trust Council                   |
| <b>Approval Date:</b>     | September 15, 2020              |
| <b>Amendment Date(s):</b> |                                 |
| <b>Policy Holder:</b>     | Director of Trust Area Services |

## SECRETARIAT SERVICES

### Purpose

1. To define a process for allocating funding and staff time with respect to administrative support for Coordination Groups in the Trust Area, in accordance with Trust Council’s authority to coordinate and assist in the determination, implementation and carrying out of municipal, regional and improvement district and government of British Columbia policies.
2. To reinforce that Trust Council, its committees and the Executive Committee are not permitted to provide grants-in-aid in support of other organizations, unless consistent with the Procurement Policy (6.5.3) and the History, Heritage and Conservation Grants-In-Aid Policy (2.1.14), but may support coordination and assistance in the determination, implementation and/or carrying out of First Nation, regional, improvement district, and government of British Columbia policies.

### Background

Section 8(2) of the *Islands Trust Act* establishes the discretionary powers of Trust Council for the purpose of carrying out the Trust Object. In accordance with section 8(2)(b), the Trust Council may “coordinate and assist in the determination, implementation and carrying out of municipal, regional and improvement district and government of British Columbia policies for the preservation and protection of the Trust Area and its unique amenities and environment.” Part II of the Islands Trust Policy Statement further provides that:

*“To achieve its object, the Islands Trust must be an educator, coordinator, and initiator, guiding individuals, organizations and other agencies in support of the object. While the Islands Trust can provide the necessary leadership, responsibility for stewardship of the Trust Area rests with many. Individuals, other government agencies, organizations, and the Province itself all have important roles to play. Cooperative actions are required of other agencies, organizations and individuals to ensure that activities are carried out in a manner that is sensitive to the needs of Trust Area ecosystems and island communities.”*

### A. Definitions

**“Coordination Group”** means a group comprised of First Nations, organizations and/or stakeholders that convene to share information and collaborate or to determine, implement or carry out First Nation, regional district, improvement district, or government of British Columbia policies in the Trust Area.

**“Secretariat Services”** means the provision of administrative support including, but not limited to, meeting organization, meeting administration, public notices, recording and distribution of meeting notes or minutes, and website hosting and updating.

**“Secretariat Services Budget”** has the meaning set out in section 1.1 hereof.

**“Trust Object”** means the object of the trust as set out in section 3 of the *Islands Trust Act*.

## **B. Policy**

### **1. Funding Source**

- 1.1 By September of each year, the Trust Programs Committee will recommend to the Financial Planning Committee an allocation for the Secretariat Services budget for the following fiscal year (the “Secretariat Services Budget”).

### **2. Policy for Providing Secretariat Services**

- 2.1 Trust Programs Committee will assess opportunities to provide Secretariat Services at its first meeting of the fiscal year. If staff resources or funding remain unallocated after this meeting, the Trust Programs Committee may consider additional opportunities at future meetings.
- 2.2 Trust Programs Committee may only allocate funding to or undertake Secretariat Services for Coordination Groups that:
  - 2.2.1 have an appointed representative of the Trust Council, Bowen Island Municipality, a local trust committee, or the Islands Trust Conservancy as a member or regular participant;
  - 2.2.2 invite and encourage First Nations involvement and leadership in a manner that is consistent with the Islands Trust Council’s First Nations Engagement Principles Policy and Reconciliation Declaration; and
  - 2.2.3 undertake work that coordinates and assists in the determination, implementation and carrying out of municipal, regional and improvement district and government of British Columbia policies that carry out the Trust Object.
- 2.3 Trust Programs Committee is encouraged to prioritize support for Coordination Groups that work collaboratively and respectfully with First Nations governments and Indigenous Peoples within the Trust Area.
- 2.4 When Trust Programs Committee allocates funding from the Secretariat Services budget for Secretariat Services for a Coordination Group, the amount may not exceed the direct award commitment spending level in Trust Council’s Procurement Policy 6.5.3.
- 2.5 Where Trust Programs Committee commits to undertaking Secretariat Services directly, the Committee will seek staff advice regarding availability of staff.

## **C. Legislated References**

Islands Trust Act, Section 3

Islands Trust Act – Subsections 8(2)(b) & (f)-(h)

Islands Trust Policy Statement, Part II - The Islands Trust Object and its Meaning

Policy Manual: History, Heritage and Conservation Grants-In-Aid (2.1.14)

Policy Manual: Procurement (6.5.3)

Policy Manual: First Nations Engagement Principles (6.1.1)

**D. Other References**

Islands Trust Council's Reconciliation Declaration, March 14, 2019

**E. Attachments**

N/A



April 1, 2024

Islands Trust Programs Committee  
c/o Legislative Services Clerk  
#200-1627 Fort Street  
Victoria, BC V8R 1H8

To: Islands Trust Program Committee Members

Thank you for the opportunity to be considered for Administrative Support by the Islands Trust Secretariat Services Program for the 2024 Rural Islands Economic Partnership – Virtual Forum scheduled for November 2024. The RIEP Forum is an initiative of the Rural Islands Economic Partnership Society (RIEP)  
<https://ruralislandspartnership.ca>

The Administrative Support the Islands Trust Secretariat provided to the 2023 In-Person -Rural Islands Economic Forum contributed to the success of the first all Islands-Coast in-person event on held on Gabriola, Island. An overview of the program, which engaged 150 plus islanders and allies from across the Salish Sea can be seen here:  
[https://ruralislandspartnership.ca/riep-forum/2023-forum/?doing\\_wp\\_cron=1711934681.9375240802764892578125](https://ruralislandspartnership.ca/riep-forum/2023-forum/?doing_wp_cron=1711934681.9375240802764892578125)

In reference 2.2.1 and 2.2.2 of the Secretariat Policy, participants from the Islands Trust executive staff and Islands Trustees from Bowen, Gabriola, Galiano, Pender, Salt Spring, Saturna, Thetis, and representatives from Provincial and Federal staff; and NGO's who serve the islands, attended the 2023 RIEP Forum.

The RIEP Forum is now a regular All-Islands Program and is in alignment with 2.2.3 of the Secretariat Policy. The Forum will cover a variety of topical, trending and solutions focused workshops, roundtables, presentations, plenaries and guest speakers delivered through a rural islands and remote coastal community lens.

We thank you for the opportunity to be considered for administrative support for RIEP Forum 2024. We are a volunteer working Board. The majority of work for planning, organizing and delivering the Forum is the work of volunteers from across BC's rural Islands.

Please refer to page #2 of this letter for an outline of Forum 2024 administrative support needs.

With thanks and respectfully,

Francine Carlin, President and Board Chair (Salt Spring)

Cc: Mike Hoebel, Vice-President (Galiano), Maria Malmgren (Gabriola)Treasurer, Marjorie Giroux, Secretary (Malcolm), Pat English, Director, (Port McNeill), Martin Dimkovski, Director (Bowen), Marc Doll, Director (Quadra), Kate Madigan, Director (Cortes), Ivy Peers, Director (Cormorant-Alert Bay- Namgis Nation) Thandi Williams, Director (Pender)

RIEP- 2024 RURAL ISLANDS ECONOMIC FORUM - ADMINISTRATIVE SUPPORT REQUEST for \$1500.00  
(37.5 hours at \$40/hour)

1. Tracking and processing Forum registration
2. Track inquiries for information about the Forum
3. Follow-up administration of Forum presenters, workshop leaders, etc.
4. Liaising with and providing administrative support to Forum committee members
5. Ability to work remotely and skilled in digital document management– Microsoft suite; proficient online; strong communication and organizational skills.
6. Participate in Forum Team Planning meetings as appropriate



March 10, 2024  
Denman Island, BC

Dear Trustees,

I hope this letter finds you well. We are writing to express our sincere gratitude for the unwavering support that the Islands Trust has provided to the [Baynes Sound Lambert Channel EcoForum](#) over the past six years. Your partnership has been instrumental in the development and growth of our organization, and we are deeply thankful for your ongoing commitment to our shared goals.

As we approach the upcoming fiscal year, I am reaching out to formally request continued contracted support of \$2,500 from the Islands Trust. We understand the challenging fiscal decisions that you are facing, particularly in terms of funding the programming secretariat. However, we firmly believe that our collaborative efforts have yielded significant impact in understanding the pressures on the marine ecosystem in our region.

Islands Trust's mandate speaks to "facing complex challenges" including climate change, species at risk, development, and tourism pressures. Our work at the EcoForum is part of the answer to dealing with that complexity – the solutions to which emanate from our islands but also extend beyond the Trust boundaries. Your participation both as a funder and a member of the Steering committee has encouraged the Trust's mandate to influence the direction of what has become a key multi-stakeholder organization influencing decision makers beyond the boundaries of Denman and Hornby. As well, local trustees have been able to take leading roles doing just what your mandate directs, working with other jurisdictions and First Nations.

### **Phase One**

Initially this grant enabled us to bring an unprecedented number of agencies and communities – often with opposing perspectives – into a room to expand knowledge and spark meaningful discussion.

A few examples:

We learned about the challenges surrounding herring fishery; recent research on the source and impact of norovirus plumes in Baynes Sound; the impact of human waste from boats and marinas as well as insufficient monitoring and records for the rapidly "aging out" septic systems on both islands. It became clear that the marine ecosystem is very much affected not only by human activity on the water, but what we are doing – or not doing – on land.

But the EcoForum isn't just about learning and discussion.

### **Phase Two**

These forums created a thirst for action. As you will see in [this report from the November 2023 meeting](#), participants expressed an urgent need for an easier, more accessible, and central way to access data and research that has been done or is being done. Beyond that though, was a need to identify gaps in monitoring and tracking. As one participant put it: “We don’t know what we don’t know.” That’s never a good thing for policy and decision makers.

Whether it is from the federal, First Nations, provincial, regional or community or industry level, participants have been simultaneously gratified and frustrated to learn that much of the information about these ecosystems resides in silos. They are looking to the EcoForum model to help change that.

Following up on that direction, the EcoForum Steering Committee unanimously decided to lay the groundwork for a “*State of the Sound*” (*working title*) report.

We are consulting with those involved with successful annual reports already in play (Howe Sound, the Salish Sea and in other areas of Canada and the world). Our working group acknowledges that the beginnings will be modest. But it is a model that is scaleable and has impact for stakeholders, policy makers, legislators, and the wider community.

Initially the aim is to summarize data on:

- Activities and discharges affecting the health of the area (develop a preliminary list on residential and industrial development, dredging activities, coastal erosion, shipping, sewage, other wastewaters, fishing efforts).
- Water quality parameters (temperature, O<sub>2</sub>, salinity, nutrients/plankton, pH).
- Sediment quality
- Ground water, benthic macrofauna, fish, birds, etc.

### **Sleeves Rolled Up**

*“If you want to go fast, go alone. If you want to go far, go together.”*

This collaboration has required respect, attentive listening, and a passion for the stewardship we owe to Baynes Sound and Lambert Channel. It has included active direction from K’omoks and Qualicum First Nation and Tla’amin Nation. It has gone more slowly than we had hoped – but we have been energized by the willingness of such a varied group to work towards this end and inspired by how the collaboration is evolving. It has tied the health of the marine ecosystem to the wider concerns of the community in a successful example of civic engagement.

The marine ecosystem in Baynes Sound and Lambert Channel is under duress. It is a privilege and responsibility to bring together stakeholders representing all levels of government, citizens’ groups, businesses, scientists, and politicians who seek collaboration to turn things around.

We ask for your continued support. Thank you for your consideration,

Gail Dugas

Co-ordinator, Baynes Sound Lambert Channel EcoForum  
(On behalf of the Executive of the Steering Committee)

*Carl Butterworth, Co-chair (Manager, Deep Bay Marine Station, Vancouver Island University)*

*Chris Pearce, Co-Chair (Senior Biologist, DFO, Nanaimo)*

*Dorrie Woodward, Secretary (Association for Denman Island Marine Stewards) Nico Prins, Treasurer (Executive Director, BC Shellfish Growers Association)*



Attn: Islands Trust Programs Committee (TPC)

Date: 02 March 2024

RE: Application for Secretariat Services Funding

The Coastal Douglas-fir Conservation Partnership (CDFCP) is a collaboration of agencies, organizations and land managers who are interested in promoting the conservation and stewardship of the Coastal Douglas-fir and associated ecosystems (CDFAE) in south-western British Columbia.

The CDFAE includes the forests, grasslands, wetlands, and shorelines found throughout the Islands Trust Area. These habitats support more than 300 species listed as being at risk of extinction<sup>1</sup>. They are of cultural value as they include forests and Garry oak meadows that have been managed by Indigenous Peoples to cultivate species for food (e.g. camas), medicine and materials (e.g. redcedar). These ecosystems also provide a role in regulating our local climate. By storing water, the islands' forests, wetlands, and grasslands help people, plants and animals withstand increasing effects of climate change (e.g., longer, deeper droughts due to hotter, drier summers). By storing carbon, these natural areas also help to reduce the severity of those changes.

The CDFCP would like to thank the Islands Trust for providing funding for secretariat services in FY23. This funding enabled the CDFCP Coordinator to provide secretariate services to:

- CDFCP Steering Committee
- CDFCP Coastal Oak Prairie Working Group
- CDFCP Securement Working Group

The Steering Committee and its Working Groups are working on several projects to provide information and support to the Islands Trust including biodiversity mapping, invasive species control and the review of incentives for private landowners.

The CDFCP Coordinator role is a part time role and the funds provided by the Islands Trust have been important in enabling this position to continue to be funded.

In FY24 the CDFCP is seeking **\$3,000 from the Islands Trust** to be able to continue to fund the CDFCP Coordinator role.

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<sup>1</sup> <https://islandstrust.bc.ca/conservancy/species-at-risk/> - accessed 13 March 2023.



If you require any further information in relation to how these funds will be allocated, please do not hesitate to contact me.

Kind Regards

Signed on behalf of the CDFCP Steering Committee.

Lyndsey Smith

CDFCP Program Manager



March 26, 2024

## **Request to continue funding support for:**

### **Howe Sound Community Forum (the Forum) and Ocean Watch Action Committee**

#### **Background:**

The Howe Sound Community Forum Purpose:

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

Members of the Forum represent the local governments and regional districts in the Howe Sound watershed. Day-long meetings take place in the spring and fall each year with up to 70 people including NGOs, citizens and government staff attending as observers. The Principles for Cooperation, originally written in 2000 and agreed to by each of the local governments and First Nations were updated in 2022 and we have renewed each local government's commitment to the Howe Sound Community Forums.

We also convene the sub-committee of the forum, the Ocean Watch Action Committee, four times a year. Minutes and links to presentations can [be found here](#).

We greatly value the funding from Islands Trust to support note-taking, record-keeping, website changes and the upkeep of the Action Tracker housed on the HSBRS website. Funding is matched through in-kind donations or contributions from other sources.

In 2020, 2021, 2022 and 2023 Islands Trust funding for Secretariate Services has been equally matched through in-kind donations and contributions from host communities. The funding is used to leverage other funding sources.

#### **2024/25 Program Funding request:**

Requesting similar funding to the last three years:

Labour: *To a contract maximum of \$3,650 (\$35 per hour)*

- Support for organizing Spring and Fall Howe Sound Community Forum meetings including planning meetings, web conferencing set up and management, post forum reporting, and event management.

- Organize and hosting up four Ocean Watch Action committee meetings (planning, hosting meetings, providing meeting notes, tracking actions, website updating)
- Provide final report summarizing the work provided under the contract.

Expenses: *To a contract maximum of \$250*

- Partial Reimbursement of a single Zoom license fee while required during the term of the contract.
- Partial reimbursement for Webhosting fee for Howe Sound Biosphere Region Initiative website

Travel: *to a contract maximum of \$100*

- Actual travel costs incurred to committee meetings for contractor and subcontractor (Fall forum)

Thank you for considering our request.

Sincerely,

*Ruth Simons*

Ruth Simons  
Executive Director,  
Howe Sound Biosphere Region Initiative Society (HSBRIS)  
Box 465, Lions Bay, B.C. V0N 2E0  
[howesoundbri@gmail.com](mailto:howesoundbri@gmail.com)  
604 921-6564 778 834-4292

Trust Programs Committee

Islands Trust

March 27, 2024

Dear Trust Programs Committee,

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

On behalf of the members of the Southern Gulf Islands Forum (SGI Forum), I am writing to request that the Islands Trust Council provide financial support for the SGI Forum initiative again this year.

The investment made by the Trust Council is needed to continue with our important work. Over the past fiscal year, the Southern Gulf Islands Forum has met monthly on numerous issues. Good working relationships continue. We are grateful for the ongoing Islands Trust administrative support provided by Clare Frater.

Earlier this month on March 11 we held a half-day hybrid meeting: MP May chaired the meeting, I provided my office space, in-kind, as the venue, and we invited a guest speaker to present to the group. 10 members attended in-person and 7 members joined via video conference. New to the area, Mark LeBlanc, Field Unit Superintendent, Parks Canada, Gulf Islands National Park Reserve gave a fulsome review/report on many projects including the Sidney Island deer cull, Sea Garden restoration, and the First Nations cooperative planning & management committees. This was a wonderful opportunity for members at all levels of governance to be briefed on the ongoing work of Parks Canada. A productive Q&A followed, and he stayed on longer to get to know the members and hear about issues from them.

It is important that we continue to build momentum for the work of the SGI Forum, as well as maintain the continuity of this group, as such it is my hope that the Islands Trust will once again support this important initiative.

I am requesting the Trust Council support the SGI Forum initiative with a \$3000 contribution to support, emerging costs which may include, but not limited to:



- hosting a Southern Gulf Islands Forum website, which is being worked on now
- hiring a note-taker for monthly meetings
- hiring a facilitator and note-taker for half-day meetings when needed
- renting meeting venues (if larger than what my office will hold)
- purchasing food and refreshments (if meeting in person)

Thank you for considering this request again this year. Members are committed to working together for the health and well-being of communities in the Southern Gulf Islands area, for the benefit of present and future generations! We believe this fully encompasses the intent of the Secretariat Services funding program. I've included the group's members list below.

Sincerely,



Adam Olsen, MLA  
Saanich North and the Islands



**SGI Forum members** (alphabetical by first name)

- Aaron Campbell, North Pender Island Trustee
- Abraham Pelkey, Chief of Tsawout First Nation
- Adam Olsen, Member of Legislative Assembly, Saanich North and the Islands
- Ben Mabblerley, Galiano Island Trustee
- Dag Falck, South Pender Island Trustee
- David Maude, Mayne Island Trustee
- Deb Morrison, North Pender Island Trustee
- Don Tom, Chief of Tsartlip, W̱SÁNEĆ Leadership Council, Chairman
- Elizabeth May, Member of Parliament, Saanich Gulf Islands
- Gary Holman, Salt Spring Island CRD Director
- Gordon Elliott, W̱SÁNEĆ Leadership Council, Director of Operations
- Jamie Harris, Salt Spring Island Trustee
- Jeanine Dodds, Mayne Island Trustee
- Laura Patrick, Salt Spring Island Trustee
- Lee Middleton, Saturna Island Trustee
- Lisa Gauvreau, Galiano Island Trustee
- Lydia Hwitsum, Chief of Cowichan Tribes
- Mairead Boland, Saturna Island Trustee
- Pam Jack, Chief of Penelakut Tribe
- Paul Brent, SGI CRD Director
- Rebecca David, Chief of Pauquachin First Nation
- Timothy Peterson, Chair of SSI and Galiano Local Trustee Committees
- Tobi Elliott, Chair of South Pender and Mayne Local Trustee Committees

