



## **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**

## **ADOPTED**

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

## **ADOPTED**

- 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**

## **ADOPTED**

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.

## **ADOPTED**

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**

**ADOPTED**

**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.

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Kristina Evans, Chair

Certified Correct:

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Rob Kroeker, Legislative Services Clerk/Recorder

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