



Trust Programs Committee Minutes of a Regular Meeting

Date: February 11, 2026
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
David Maude, Mayne Island LTA
Deb Morrison, North Pender Island LTA
Susan Yates, Gabriola Island LTA
Laura Patrick, Salt Spring Island LTA/Islands Trust Council Chair (Ex Officio)

Staff Present: Clare Frater, Director, Trust Area Services
Chloe Straw, Program Coordinator
Stefan Cermak, Director, Planning Services
Joe Elliott, Senior Indigenous Relations Advisor
Jill Marrack, Senior Policy Advisor
David Marlor, Director, Legislative and Information Services
Corlynn Strachan, Executive Administrative Assistant/Recorder

1. CALL TO ORDER

Chair Evans called the meeting to order at 10:00 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 members of the public were 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 July 30, 2025

By general consent the minutes were approved as presented.

6.2 Resolutions without Meeting

6.2.1 TPC-RWM-2025-03 – Cancellation of Meeting of November Nov 5/25

Received for information.

6.3 Follow up Action List

Director Frater provided an update on Secretariat Services Policy Item #1, advising that amendments have been made through the Governance Committee and will be presented to Trust Council in March for consideration; no additional criteria were developed during the recent review, and direction was requested on whether to retain or remove the item from the follow-up action list.

Committee discussion included:

- Members acknowledged the value of Secretariat Services participation and noted existing criteria are in place.
- The original intent was to review current criteria and determine if additional guidance is needed; the current process appears to be functioning effectively.
- No funding is identified in the draft budget, and with an upcoming election, the matter could be left for future Council consideration.
- It was clarified that the intent is to remove the item entirely and discontinue further staff work at this time.

TPC-2026-001

It was MOVED and SECONDED,

that Trust Programs Committee remove the May 14, 2021 Secretariat Services Applications Criteria (Item #1) from the Follow up Action List.

CARRIED

7. BUSINESS – WORK PROGRAM ITEMS

ADOPTED

7.1 Islands Trust Community Stewardship Awards 2026 – Briefing

Program Coordinator Straw presented the briefing noting the program encourages and recognized individuals and groups who are supporting the Islands Trust mandate. To date, Islands Trust has given 83 awards. Trustees will receive an email in the coming weeks requesting their assistance in soliciting nominations. Nominations will be accepted through April 10 and then submitted to the Trust Programs Committee for review at its May 7 meeting. The Committee will provide recommendations for the June Trust Council meeting.

Committee discussion included:

- Staff will correct an error in the Nominations per Island List (Bowen Island incorrectly grouped with Bowyer and Passage Islands) to reflect that Bowyer and Passage Islands fall under the Gambier Island Local Trust Committee.
- A high number of nominees from North and South Pender was observed, potentially reflecting strong community engagement and support.
- Members noted the importance of increasing awareness and outreach across all islands.

7.2 Educational Webinar for Realtors – Briefing

Program Coordinator Straw presented the briefing, noting that Information Technology Services staff are currently working on MapIT software updates, and that staff are seeking direction on whether to proceed with developing a webinar to be promoted through the B.C. Association of Realtors.

Committee discussion included:

- Incorporating cultural heritage and cultural sensitivity components, including alignment with First Nations governments and governing bodies.
- Interest was expressed in providing education and outreach for realtors and prospective buyers (e.g., webinars, updated maps, MapIT training, bylaws, protected areas, short-term rental regulations, and cultural heritage information).
- Suggestions included creating a dedicated website page with FAQs, “questions to ask your realtor,” and links to key resources, as well as tracking property turnover trends (e.g., recent sales data on Salt Spring Island).
- It was noted that while there is value in pursuing this work, particularly given realtor interest and frequent property turnover, it does not fit within core Trust work and should not add significant staff workload.
- Advancing the initiative to a project charter stage for the incoming term, clearly defining scope and boundaries, and placing it on a future projects list.
- Staff advised that a webinar is not yet scheduled (pending MapIT updates and planning input on cultural heritage) and that direction will be sought through the Executive Committee, with further details to follow through the May meeting.

ADOPTED

- If members have additional individual ideas, they are welcome to submit them to Director Frater or Program Coordinator Straw through email.

7.3 Policy Statement Amendment Policy - Request for Decision

Senior Policy Advisor Youmans introduced the request for decision, provided a background and reviewed the proposed amendments.

Committee discussion included:

- General support was expressed for advancing amendments to the policy.
- Adding Bowen Island Municipality (BIM) to section 4.6 (as referenced in 4.4) and providing BIM with 30 days' notice; wording consistency with "Island Municipalities" and adding early engagement with the Islands Trust Conservancy was also raised.
- Clarifying mandatory versus discretionary elements, ensuring the policy strongly encourages certain steps without fettering Council's authority to amend policy by resolution.
- Concerns were raised about removing public consultation, including engagement with First Nations governing bodies, and the potential community response; members reviewed past engagement phases (2019 onward) and emphasized establishing a clear, term-based process.
- Edits were proposed to improve clarity and organization of resolution (e.g. Additions to sections 3.1, 4.2, and 4.4, and a clearer step-by-step outline of expectations).
- A potential secondary motion was suggested to request staff review for duplication and gaps; staff advised this assessment would require further review, and members considered whether to proceed promptly or delay for additional staff input, including clarification on ministerial approval requirements.

TPC-2026-002

It was MOVED and SECONDED,

that Trust Programs Committee request staff to revise the draft Policy Statement Amendment Policy 1.2.1. by amending the wording for section 1.2 to read;

"Trust Council will, within the first year of a term of office:

- seek early engagement with Indigenous Governing Bodies regarding potential Policy Statement topic review priorities;
- seek early engagement with the Islands Trust Conservancy;
- seek early engagement with Island Municipalities;
- consider topics identified in the Policy Statement Topic Review Inventory;
- consider topics raised by trustees;
- consider the need for public engagement on specific topics; and,
- consider the need to amend the Policy Statement."

CARRIED

TPC-2026-003

ADOPTED

It was MOVED and SECONDED,

that a bullet be added after Islands Trust Conservancy that reads “seek early engagement with Island Municipalities”.

CARRIED

TPC-2026-004

It was MOVED and SECONDED,

that Trust Programs Committee request staff to amend section 1.5 of the Policy Statement Amendment Policy 1.2.1 by adding the words “in part” after the word “base”.

CARRIED

TPC-2026-005

It was MOVED and SECONDED,

that Trust Programs Committee request staff to amend revised draft Policy 1.2.1 [Policy Statement Amendment] to remove unnecessary duplication as a result of the revision of section 1.2, and edit for clarity.

CARRIED

8. BUSINESS - OTHER

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

Director Frater presented the proposed meeting schedule, advising that no April meeting is required as Secretariat Services decision-making will occur in March at Trust Council; the dates align with the broader committee calendar and are recommended for adoption.

Committee discussion included:

- The term is nearing its end, with only two meetings remaining, and appreciation was expressed for the committee’s collaborative work.
- All proposed meetings are electronic; no in-person meetings have been budgeted, and any change would require a budget amendment.

TPC-2026-006

It was MOVED and SECONDED,

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.

CARRIED

TPC-2026-007

It was MOVED and SECONDED,

that Trust Programs Committee schedule all fiscal 2026/2027 Trust Programs Committee meeting dates as electronic meetings.

CARRIED

ADOPTED

9. BUSINESS – NEW

None.

10. WORK PROGRAM

Director Frater recommended that the committee amend the work program by removing the Stewardship Education Program, or changing its priority, as the Financial Planning Committee is not recommending further funding for this program.

Committee discussion included:

- It was suggested that, if retained, the program be repositioned within the work plan to reflect anticipated priorities for the next quarter.
- A proposal was made to defer changes to the Stewardship Education Program until after finalization of the budget, in case funding is reinstated.
- Staff advised that the committee clearly identify its primary work for the upcoming quarter when forwarding the work plan to Council.
- Clarification was provided that Council may amend committee work programs upon receipt.
- Discussion also referenced a previous motion regarding inclusion of the Stewardship Education Program in the committee's terms of reference; staff will confirm the status of that recommendation with Council.

TPC-2026-008

It was MOVED and SECONDED,

that Trust Programs Committee move the Community Stewardship Awards Program from the future projects report to the active projects report, replacing item #2.

CARRIED

By general consent Trust Program Committee agreed to forward the work program to Trust Council.

11. NEXT MEETING

Thursday, May 7, 2026, from 10:00 a.m. to 3:00 p.m.

12. CLOSED MEETING

The meeting was not closed.

13. RISE AND REPORT

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

14. ADJOURNMENT

By general consent the meeting adjourned at 12:23 p.m.

ADOPTED

Kristina Evans, Chair

Certified Correct:

Corlynn Strachan, Executive Administrative Assistant//Recorder