



## Executive Committee Minutes of Special Electronic Meeting

**Date:** April 29, 2020  
**Location:** Victoria Boardroom  
#200 1627 Fort Street, Victoria BC

**Members Present:** Peter Luckham, Chair, Thetis  
Dan Rogers, Vice Chair, Gambier/Keats  
Laura Patrick, Vice Chair, Salt Spring  
Sue Ellen Fast, Vice Chair, Bowen Municipality

**Staff Present:** Russ Hotsenpiller, Chief Administrative Officer  
David Marlor, Director of Local Planning Services  
Lori Foster, Executive Coordinator/Recorder

**Present in Victoria Office** Robert Kojima, Regional Planning Manager  
**Public Location:**

### 1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:02 AM stating gratitude for meeting across the Salish Sea on Coast Salish territory.

### 2. APPROVAL OF AGENDA

2.1 Introduction of New Items - None

2.2 Approval of Agenda

**By general consent**, the agenda was adopted as presented.

### 3. ROUND TABLE

Vice Chair Rogers reported on:

- Galiano LTC working through resolutions without meetings (RWM's),
- Howe Sound Forum met electronically with MLA's and MP's in attendance,
- Gabriola has presented a cohesive emergency response group,
- Support for grant funding to group looking at COVID-19 response on small rural islands.

Vice Chair Fast noted:

- Bowen's Electronic Council meeting addressed a fulsome agenda including an STVR bylaw, a motorized bike trail item, climate strategy, and a speed reduction bylaw.
- Bowen's bus service is being lost to COVID response.

Vice Chair Patrick commented on:

- Saturna Island Local Trust Committee (LTC) adopting electronic meeting bylaws,
- The success of the North Pender LTC electronic meeting,
- Thetis LTC addressing RWM's,
- South Pender LTC has a short-term vacation rental (STVR) survey open,
- She has attended electronic meetings including MLA Olsen, MP May and CRD regional directors,
- BC Ferries and the Long Harbour route.

Chair Luckham reported on:

- Ongoing attendance at minister and health unit electronic meetings,
- The success of the Salt Spring LTC electronic meeting,
- Awaiting minister's response regarding electronic meetings,
- Lasqueti LTC and its work on OCP and LUB changes.

Chief Administrative Officer (CAO) Hotsenpiller commented on:

- Coming out of COVID restrictions as numbers trend downward,
- Reviewing the Strategic Plan,
- Awaiting legislative certainty from the ministry regarding public venues and electronic meetings,
- Preparing a report on June Trust Council electronic meeting capacity,
- Gabriola LTC to hold an electronic Town Hall,
- Tomorrow's electronic All Staff Meeting and Island Planner, Gary Richardson's retirement.

Discussion was heard on making recommendations on priorities for implementing the Strategic Plan at this point in the COVID-19 pandemic, polling for trustee input and feedback on proposed June Trust Council meeting, and Northern Office planning staff workload.

#### **4. BYLAWS FOR APPROVAL CONSIDERATION**

##### **4.1 Saturna Island Local Trust Committee Bylaw No. 131 (meeting procedures bylaw)**

Vice Chair Patrick spoke to the bylaws which address electronic meeting procedures.

##### **EC-2020-058**

##### **It was Moved and Seconded**

That the Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 131, cited as "Saturna Island Local Trust Committee Meeting Procedure Bylaw No. 83, 2004, Amendment No. 1, 2020" in accordance with Section 27 of the Islands Trust Act.

**CARRIED**

#### **5. BUSINESS**

##### **5.1 Bylaw Enforcement Statistics – Briefing**

Director of Local Planning Services (DLPS) Marlor spoke to the report which was written by Bylaw Compliance and Enforcement Manger Dingman.

CAO Hotsenpiller noted this item was addressed at Trust Council and will be an increased focus of staff.

**6. NEW BUSINESS - None**

At 10:25 AM, the meeting recessed for a break and reconvened at 10:33 AM.

At 10:35 AM, the meeting was closed to the public.

**7. CLOSED MEETING**

**EC-2020-059**

**It was Moved and Seconded,**

That the Executive Committee close this meeting to the public subject to Section 90(1)(i) of the Community Charter in order to consider matters related to receipt of advice that is subject to solicitor-client privilege and that staff be invited to remain in the meeting.

**CARRIED**

At 11:21 AM, the meeting was reopened to the public.

**8. RISE AND REPORT - None**

**9. ADJOURNMENT**

**By general consent,** the meeting was adjourned at 11:21 AM.

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**Peter Luckham, Chair**

**Certified Correct**

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**Lori Foster, Executive Coordinator/Recorder**