



Executive Committee Minutes of Regular Meeting

Date: April 6, 2016

Location: Islands Trust Victoria Office

Members Present: Peter Luckham, Chair
Laura Busheikin, Vice Chair
Susan Morrison, Vice Chair
George Grams, Vice Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director, Local Planning Services
Clare Frater, Policy Advisor, Trust Area Services
Mandy Giesbrecht, Executive Coordinator (Recorder)

1. CALL TO ORDER

The meeting was called to order at 8:48 a.m. Chair Luckham acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

- 8.1.7 Gabriola Island Anchorage Public Meeting
- 8.2.1 Letter from Tom Varzeliotis
- 8.2.2 North Salt Spring Island Water District
- 8.5 Species At Risk Act (SARA)
- 8.6 Upcoming ALC Meeting

2.2 Approval of Agenda

By General Consent, the agenda was approved as amended.

2.2.1 Agenda Context Notes

Provided for information.

3. ADOPTION OF MINUTES

3.1 March 9

By General Consent, the Minutes of the March 9, 2016 Executive Committee Meeting were adopted as presented.

3.2 March 22

By General Consent, the Minutes of the March 22, 2016 Executive Committee Meeting were adopted as presented.

4. FOLLOW-UP ACTION LIST AND UPDATES

4.1 Follow-up Action List

Provided for information.

4.2 Director/CAO Updates

Directors provided updates on their follow up action list items and current activities.

4.3 Local Trust Committee Chair Updates

Executive Committee members provided verbal updates on recent activities in their roles as local trust committee chairs.

Discussion ensued regarding deterioration of roadways on the islands.

EC-2016-047

It was MOVED and SECONDED,

That the Executive Committee requests staff to draft a letter seeking a meeting between Islands Trust Executive and Minister of Transportation and Infrastructure to discuss deteriorating condition of Islands Trust area highways and roads.

CARRIED

Clare Frater joined the meeting at 9:18 a.m.

Laura Busheikin joined the meeting at 9:27 a.m.

5. BYLAWS FOR APPROVAL CONSIDERATION

6. TRUST COUNCIL MEETING PREPARATION

6.1 Post March Trust Council Joint Session

6.1.1 March Trust Council Decision Highlights

Received for information. Approved for circulation.

6.1.2 Roundtable

Executive Committee members and staff provided feedback regarding the March 2016 Trust Council meeting, noting what went well and identifying areas for improvement.

6.1.3 Trustee Comments/Feedback

Staff to investigate refinement of agenda packages and agenda framework for more linear meeting structure.

6.2 Draft June 2016 Trust Council Schedule

Executive Committee members reviewed the draft meeting program and requested staff to make revisions to the agenda structure, for review at the next EC meeting.

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.2 Executive Committee Initiated

8. NEW BUSINESS

8.1 Trust Area Services

8.1.1 LTC Chairs Report on Local Advocacy Topics

The Executive Committee members provided verbal updates on local advocacy topics arising from local trust committee meetings.

8.1.2 RFD Web-posting remainder of meeting packages (FPC and EC)

EC-2016-048

It was MOVED and SECONDED,

That the Executive Committee request staff to post agenda packages of all open meetings of council committees to the Islands Trust website starting in April 2016.

CARRIED

8.1.3 TPC request for Chair letter to FLNRO

The Executive Committee reviewed the Context Notes entry for this item.

8.1.4 Transport Canada/Canadian Coast Guard re Area Response Planning Initiative

Clare Frater is scheduled to attend this event. Discussion ensued regarding Trustee attendance and associated expenses. To be added to the next Executive Committee agenda for further discussion.

8.1.5 April 20-21, 2016 Spill Response Regime Engagement Workshop

Staff advised that this event is not considered to be high priority adding that the content is expected to be focussed around the industry funding model for spill response.

8.1.6 October 18-19, 2016 Salish Sea Oil Spill Risk Mitigation Workshop

Staff advised they are available to attend this event noting that the 2015 event was useful in providing valuable information on this topic.

8.1.7 Gabriola Island Anchorage Public Meeting

The Executive Committee members reviewed the letter from Kevin Obermeyer, CEO, Pacific Pilotage Authority Canada, dated April 4, 2016.

EC-2016-049

It was MOVED and SECONDED,

That the Executive Committee request staff to reply to Mr. Obermeyer, of the Pacific Pilotage Authority, confirming preference for a September 10th public meeting on the Gabriola anchorage proposal.

CARRIED

8.2 Local Planning Services

8.2.1 Letter from Tom Varzeliotis

The Executive Committee discussed strategies for addressing concerns expressed in Mr. Varzeliotis's letter.

8.2.2 North Salt Spring Water District

Referred to Salt Spring Island Local Trust Committee for further discussion.

8.3 Administrative Services

8.4 Executive/Trust Council

8.4.1 Reporting out on AVICC

The group discussed best practices for reporting out to Local Trust Committees on regional events such as AVICC.

8.4.2 Evaluating Contractors and Staff during Public Meetings

The group discussed best practices for providing feedback on staff and contractors during public meetings.

EC-2016-050

It was MOVED and SECONDED,

That the Executive Committee request CAO Hotsenpiller to draft a report outlining potential improvements that could be made to the consultant evaluation procurement and hiring policy.

CARRIED

8.5 Species At Risk Act (SARA)

Information was provided on a matter expected to be put forward from the Trust Fund Board.

8.6 Upcoming ALC Meeting

Discussion ensued regarding the type of presentation that should be prepared for this delegation opportunity. Staff were directed to organize a meeting date.

EC-2016-051

It was MOVED and SECONDED,

That the Executive Committee direct staff to arrange a meeting with ALC-Vancouver Island Panel to include Executive Committee, CAO Hotsenpiller and Trust Program Committee Chair Derek Masselink, to explore areas of mutual concern.

CARRIED

The meeting recessed at 12:02 p.m.

The meeting resumed at 12:26 p.m.

9. CLOSED MEETING

EC-2016-052

It was MOVED and SECONDED,

That the meeting be closed to the public subject to Sections 90(1)(c)(g) and (i) of the *Community Charter* in order to consider matters related to employee relations, litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.

CARRIED

The meeting closed to the public at 12:27 p.m. and reopened at 12:46 p.m.

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING

11. CORRESPONDENCE

11.1 Elizabeth Latta re wireless communication infrastructure

11.2 Woodfibre LNG Project Receives Environmental Approval from Federal Government

11.3 Gabriolans Against Freighter Anchorages letter to Minister of Transport Canada

11.4 Al Cunningham re Islands Trust budget

11.5 Penny Sidor re Islands Trust public process

11.6 AVICC Convention 2016 letter

11.7 Minister of Environment re climate change

11.8 MP Elizabeth May re Woodfibre LNG

By General Consent, the Executive Committee received the Correspondence items for information.

12. **WORK PROGRAM**

12.1 **Review and Amendment of Current Work Program**

By General Consent, the Executive Committee endorsed the Work Program dated March 9, 2016, as presented.

13. **NEXT MEETING: April 27, 9:30 a.m. – Salt Spring Island**

14. **ADJOURNMENT**

EC-2016-053

It was MOVED and SECONDED,

That the meeting be adjourned at 1:31 p.m.

CARRIED

Peter Luckham, Chair

Certified Correct

Mandy Giesbrecht, Recorder