



Executive Committee

Minutes of Regular Meeting

Date: October 5, 2016

Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Members Present: Peter Luckham, Chair
Laura Busheikin, Vice Chair
Susan Morrison, Vice Chair (by phone)
George Grams, Vice Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
Clare Frater, Acting Director, Trust Area Services
David Marlor, Director, Local Planning Services
Pamela Hafey, Communications Specialist
Fiona MacRaid, Senior Intergovernmental Policy Advisory
Jas Chonk, Acting Executive Coordinator (Recorder)

1. CALL TO ORDER

The meeting was called to order at 8:45 a.m. Chair Luckham acknowledged that the meeting was being held in Coast Salish First Nations territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

2.2 Approval of Agenda

By General Consent, the agenda was approved as presented.

2.2.1 Agenda Context Notes

Provided for information.

3. ADOPTION OF MINUTES

3.1 August 31, 2016

By General Consent, the Minutes of the August 31, 2016 Executive Committee Meeting were adopted as amended.

3.2 September 13, 2016

By General Consent, the Minutes of the September 13, 2016 Executive Committee Meeting were adopted as presented.

4. FOLLOW UP ACTION LIST AND UPDATES

4.1 Follow Up Action List

Staff provided updates on outstanding items in the Follow Up Action List.

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.

Executive Committee members that attended UBCM Convention also provided updates on the conference and discussed how to compile their comments to create the 2016 UBCM report to trustees.

By General Consent, the committee requested staff to circulate the draft template to members who attended UBCM Convention.

5. BYLAWS FOR APPROVAL CONSIDERATION

5.1 Galiano Island Local Trust Committee Bylaw No. 258 (Enforcement Notification)

EC-2016-142

It was MOVED and SECONDED,

That the Executive Committee approves Galiano Island Local Trust Committee Bylaw No. 258, cited as Galiano Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 228, 2011, Amendment No. 1, 2016 under Section 24 of the *Islands Trust Act* and returns it to the Galiano Island Local Trust Committee for final adoption.

CARRIED

5.2 Galiano Island Local Trust Committee Bylaws 259 and 260

EC-2016-143

It was MOVED and SECONDED,

That the Executive Committee approves Proposed Bylaw No. 259 cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2016” under Section 24 of the *Islands Trust Act*.

CARRIED

EC-2016-144

It was MOVED and SECONDED,

That the Executive Committee approves Proposed Bylaw No. 260 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2016” under Section 24 of the *Islands Trust Act*.

CARRIED

5.3 Bowen Island Municipality Bylaw No. 426

EC-2016-145

It was MOVED and SECONDED,

That the Executive Committee advise Bowen Island Municipality that Bylaw 426, cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 426, 2016” is not contrary or at variance to the Islands Trust Policy Statement.

CARRIED

5.4 Gambier Island Local Trust Committee Bylaw 140 (OCP Amendment – RAR)

EC-2016-146

It was MOVED and SECONDED,

That the Executive Committee approve proposed Bylaw No. 140 cited as “Gambier Island Official Community Plan, Bylaw 73, 2001, Amendment No. 1, 2016” under Section 24 of the *Islands Trust Act*.

CARRIED

5.5 Gambier Island Local Trust Committee Bylaw 141 (LUB Amendment – RAR)

EC-2016-147

It was MOVED and SECONDED,

That the Executive Committee approve proposed Bylaw No. 141 cited as “Gambier Island Land Use Bylaw, Bylaw 86, 2004, Amendment No. 1, 2016”, under Section 24 of the *Islands Trust Act*.

CARRIED

5.6 Gambier Island Local Trust Committee Bylaw 139 (Fees Bylaw Amendment)

EC-2016-148

It was MOVED and SECONDED,

That the Executive Committee approve proposed Bylaw No. 139 cited as “Gambier Island Local Trust Committee Development Procedure Bylaw No. 50, 1992, Amendment Bylaw No. 1, 2016”, under Section 24 of the *Islands Trust Act*.

CARRIED

6. TRUST COUNCIL MEETING PREPARATION

6.1 Post September Trust Council Joint Session

6.1.1 September Trust Council Decision Highlights

EC-2016-149

It was MOVED and SECONDED,

That staff amend the September Trust Council Decision Highlights to include the vision graphic created at the September 2016 Trust Council meeting.

CARRIED

By General Consent, the Executive Committee directed staff to post amended September Trust Council Decision Highlights to website and send to subscribers.

6.1.2 Roundtable

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

6.1.3 Trustee Comments/Feedback

Received for information.

6.2 December Trust Council – Preliminary Schedule

Executive Committee members reviewed the draft December 2016 Trust Council meeting schedule and made some amendments. Staff will provide the revised schedule to the next meeting.

6.3 Trust Council Follow Up Action List

By General Consent, the Executive Committee approved the Trust Council Follow Up Action List as presented.

6.4 Continuous Learning Plan

Executive Committee members reviewed the Continuous Learning Plan and made some amendments. Staff will provide the revised plan to the next meeting.

6.5 Next steps for Visioning process

EC-2016-150

It was MOVED and SECONDED,

That the Executive Committee request staff to prepare a report outlining next steps for visioning process.

CARRIED

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.1.1 Transition Plan

Executive Committee members and staff discussed the next steps for the Transition Plan.

By General Consent, staff was directed to prepare speaking notes for Executive Committee members, to post the Transition Plan to the website, and send the Transition Plan to the Minister of Community, Sport and Cultural Development and Salt Spring Island Incorporation Study Committee.

7.2 Executive Committee Initiated

7.2.1 Preparation for October 17 meeting with ALC Panel

The Executive Committee members discussed the agenda, format and objectives for the meeting with the members of the Island Panel of the Agricultural Land Commission on October 17, 2016.

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 Next steps for State-of-the-Islands promotion

Staff provided a verbal update on possible next steps for State of the Islands report.

The meeting recessed at 11:40 a.m. and resumed at 11:45 a.m.

8.1.3 Chair Letter re RFD - Roberts Bank Terminal 2

EC-2016-151

It was MOVED and SECONDED,

That the Executive Committee request staff to draft a letter for the Chair commenting on proposed Roberts Bank Terminal 2 Project before October 28, 2016.

CARRIED

8.1.4 Potential advocacy re proposed Steelhead LNG's Malahat LNG Project

EC-2016-152

It was MOVED and SECONDED,

That the Executive Committee request staff to prepare a Request for Decision on taking a position on proposed Steelhead LNG's Malahat Project.

CARRIED

The meeting recessed at 11:58 a.m. and resumed at 12:23 p.m.

- 8.2 **Local Planning Services**
 - 8.2.1 **Briefing - First Nations Language and Tone Guide**
Received for information.
- 8.3 **Administrative Services**
- 8.4 **Executive/Trust Council**
 - 8.4.1 **BC Restructuring Assistance to SSI restructure**
Received as information.

9. **CLOSED MEETING**
EC-2016-153

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 recessed 1:15 p.m. and resumed at 1:50 p.m.

10. **RISE AND REPORT DECISIONS FROM CLOSED MEETING**
No items to report.

11. **CORRESPONDENCE**

- 11.1 **Saanich Inlet Roundtable Invitation - Oct. 13**
No Executive Committee members were available for this meeting.

By General Consent, staff was directed to attend the meeting.

- 11.2 **Green Communities Committee re: Achievement of Carbon Neutrality**
Received for information.

- 11.3 **Response from Minister of Transport re anchorages in the Trust Area**
Received 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 September 29, 2016 as presented.

Staff also introduced a proposed new, simpler work program format.

13. **NEXT MEETING: October 26, 2016, at 10:00 am Gabriola Island, BC**

14. **ADJOURNMENT**
 EC-2016-154
 It was MOVED and SECONDED,
 To adjourn the meeting.

CARRIED

The meeting adjourned at 1:50 p.m.

Peter Luckham, Chair

Certified Correct

Jas Chonk, Recorder