



Executive Committee Minutes of Regular Meeting

Date: July 19, 2017

Location: Islands Trust Victoria Boardroom

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

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director, Local Planning Services
Cindy Shelest, Director, Administrative Services
Clare Frater, Director, Trust Area Services
Emma Restall, Executive Coordinator (Recorder)

1. CALL TO ORDER

The meeting was called to order at 8:46 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

8.1.2.1 Additional letter re BC Timber Sales

2.2 Approval of Agenda

By General Consent, the agenda was approved as amended.

3. ADOPTION OF MINUTES

3.1 June 20, 2017 Executive Committee Meeting

By General Consent, the Minutes of the June 20, 2017 Executive Committee Meeting were adopted as amended.

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.

5. **BYLAWS FOR APPROVAL CONSIDERATION**

5.1 **North Pender Island Local Trust Committee Bylaws**

5.1.1 **North Pender Island LTC Bylaw No. 206 (LUB Amendment)
EC-2017-089**

It was MOVED and SECONDED,

THAT the Islands Trust Executive Committee approve Bylaw No. 206, cited as “North Pender Island Land Use Bylaw 103, 1996, Amendment No. 3, 2016” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

5.1.2 **North Pender Island LTC Bylaw No. 207 (OCP Amendment)
EC-2017-090**

It was MOVED and SECONDED,

THAT the Islands Trust Executive Committee approve Bylaw No. 207, cited as “North Pender Island Official Community Plan Bylaw No. 171, 2007, Amendment No. 3, 2016” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

5.1.3 **North Pender Island LTC Bylaw No. 208 (LUB Amendment)
EC-2017-091**

It was MOVED and SECONDED,

THAT the Islands Trust Executive Committee approve Bylaw No. 208, cited as “North Pender Island Land Use Bylaw 103, 1996, Amendment No. 4, 2016” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

5.1.4 **North Pender Island LTC Bylaw No. 209 (OCP Amendment)
EC-2017-092**

It was MOVED and SECONDED,

THAT the Islands Trust Executive Committee approve Bylaw No. 209, cited as “North Pender Island Official Community Plan Bylaw No. 171, 2007, Amendment No. 4, 2016” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

5.1.5 **North Pender Island LTC Bylaw No. 210 (LUB Amendment)
EC-2017-093**

It was MOVED and SECONDED,

THAT the Islands Trust Executive Committee approve Bylaw No. 210, cited as “North Pender Island Land Use Bylaw 103, 1996, Amendment No. 5, 2016” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

- 5.2 South Pender Island Local Trust Committee Bylaws**
- 5.2.1 South Pender Island LTC Bylaw No. 113 (OCP Amendment)
EC-2017-094**
It was MOVED and SECONDED,
THAT the Islands Trust Executive Committee approve South Pender Island Local Trust Committee Bylaw No. 113, cited as South Pender Island Official Community Plan, 107, 2011, Amendment No. 1, 2016 in accordance with Section 27 of the *Islands Trust Act*.
CARRIED
- 5.2.2 South Pender Island LTC Bylaw No. 114 (LUB Amendment)
EC-2017-095**
It was MOVED and SECONDED,
THAT the Islands Trust Executive Committee approve South Pender Island Local Trust Committee Bylaw No. 114, cited as South Pender Island Land Use Bylaw No.114, 2016 in accordance with Section 27 of the *Islands Trust Act*.
CARRIED
- 5.3 Gabriola Island Local Trust Committee Bylaw No. 295 (Meeting Procedures Amendment)
EC-2017-096**
It was MOVED and SECONDED,
THAT the Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 295, cited as "Gabriola Island Local Trust Committee Meeting Procedure Bylaw No. 225, 2004, Amendment No. 1, 2017", under Section 27 of the *Islands Trust Act*.
CARRIED
- 5.4 Denman Island Local Trust Committee Bylaw No. 222 (OCP Amendment)
EC-2017-097**
It was MOVED and SECONDED,
THAT the Executive Committee approve Denman Island Local Trust Committee Bylaw No. 222, cited as "Denman Island Official Community Plan, 2008, Amendment No. 1, 2016", under Section 24 of the *Islands Trust Act*.
CARRIED
- 5.5 Thetis Island Local Trust Committee Bylaw No. 98 (LUB Amendment)
EC-2017-098**
It was MOVED and SECONDED,
THAT the Islands Trust Executive Committee approve Thetis Island Local Trust Committee Bylaw No. 98, cited as "Valdes Island Rural Land Use Bylaw, 1998, Amendment No. 1, 2016" in accordance with Section 27 of the *Islands Trust Act*.
CARRIED

6. TRUST COUNCIL MEETING PREPARATION

6.1 Post-June Trust Council

6.1.1 June Trust Council Minutes

EC-2017-099

It was MOVED and SECONDED,

THAT Executive Committee forward the June 2017 Trust Council minutes to the September 2017 Trust Council meeting as amended.

CARRIED

6.1.2 Roundtable

Executive Committee members and staff provided feedback regarding the June 2017 Trust Council meeting, noting what went well and identifying areas for improvement.

6.1.3 Trustee Comments/Feedback

Executive Committee discussed feedback received regarding the June 2017 Trust Council meeting.

6.1.4 June 2017 Decision Highlights

EC-2017-100

It was MOVED and SECONDED,

That the Executive Committee approve the June 2017 Islands Trust Council Highlights as presented.

CARRIED

6.2 September Trust Council – preliminary schedule

Executive Committee members reviewed the draft September 2017 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 at the next meeting.

By General Consent, the Executive Committee approved the Continuous Learning Plan as amended.

The meeting recessed at 10:53 a.m. and resumed at 11:07 a.m.

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.1.1 Islands Trust Act Amendment Process – Briefing

CAO Hotsenpiller gave an overview of the process of amending the *Islands Trust Act* and identifying required amendments.

The meeting recessed at 12:06 p.m. and resumed at 12:35 p.m.

- 7.2 Executive Committee Initiated**
Nothing to report.

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 Referral letter regarding British Columbia Timber Sales (BCTS) Forest Stewardship Plan (FSP) for Bowen Island**

- Provided for Information.

- 8.1.3 Supporting regional application for abandoned boats funding - RFD EC-2017-101**

- It was MOVED and SECONDED,**

- THAT the Executive Committee direct staff to research which organizations or government agencies plan to apply for funding to remove abandoned boats through the Transport Canada Abandoned Boats program.

CARRIED

- EC-2017-102**

- It was MOVED and SECONDED,**

- THAT the Executive Committee request staff to prepare a brief summary of powers and responsibilities of various agencies with regard to issues relating to abandoned vessels, barges and docks and boat licensing.

CARRIED

- 8.1.4 DFO Aquaculture Management Advisory Committee membership – Briefing**

- Provided for information.

- 8.2 Local Planning Services**

- 8.3 Administrative Services**

- 8.4 Executive/Trust Council**

- 8.4.1 UBCM Registration**

- Provided for information.

It was agreed that items 11 and 12 be considered before items 9 and 10.

11. CORRESPONDENCE

- 11.1 Letter to Saanich CRD re Abandoned Boats Program**

- Received for Information.

11.2 SS LTC Memo re: Approach to Abandoned Boats Program
Received for information.

11.3 Howe Sound Forum - Save the Date - Oct 13, 2017
Received for information.

11.4 David Price of Pender Island re Freedom Mobile Application
Received for information.

12. WORK PROGRAM

12.1 Review and amendment of current work program
Received for information.

9. CLOSED MEETING (if applicable)

EC-2017-103

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

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING (not applicable)

13. NEXT MEETING – August 16th on Salt Spring Island

14. ADJOURNMENT

EC-2017-104

It was MOVED and SECONDED,

To adjourn the meeting.

The meeting adjourned at 1:45 p.m.

Peter Luckham, Chair

Certified Correct

Emma Restall, Recorder