



ADOPTED

Executive Committee Minutes of Regular Meeting

Date: May 18, 2018

Location: Islands Trust, Victoria Boardroom
#200 – 1627 Fort Street

Members Present: Peter Luckham, Chair
Susan Morrison, Vice Chair via phone-in
George Grams, Vice-Chair
Laura Busheikin, Vice-Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer (CAO)
David Marlor, Director, Local Planning Services (DLPS)
Clare Frater, Director, Trust Area Services (DTAS)
Carmen Thiel, Legislative Services Manager (LSM)
Julia Mobbs, Director, Administrative Services (DAS)
Lori Foster, Recorder

1. CALL TO ORDER

Chair Luckham called the meeting to order at 8:48 a.m. and acknowledged the meeting was being held on Coast Salish First Nations territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

For consideration to add the following late items:

- 5.6 Correspondence re Bylaw 225 E. Johnston
- 6.4.3 June Trust Council Draft Schedule
- 11.9 Minister Garneau response letter re anchorages
- 11.10 J. Dyson appointed ALC Chair
- 11.11 Nicolas re SSI Island Escapades
- 11.12 Trustee Masselink re BCPS Innovation Hub

2.2 Approval of Agenda

By General Consent, the agenda as amended was approved.

- 2.2.1 Agenda Context Notes
Provided for information.

3. ADOPTION OF MINUTES

3.1 May 2, 2018

The following grammatical amendments were presented:

- 1. remove “was called” from the sentence to read Chair Luckham called the meeting to order early, at 10:09 a.m.;
- 8.1.3 transpose “newly the” to read “the newly”
- 9.12 un-bold response text.

By **General Consent**, the minutes of May 2, 2018 as amended, were adopted.

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 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.

Vice-Chair Grams will provide a brief write-up on the joint marine spill workshop he attended May 15 & 16 in Port Angeles.

5. BYLAWS FOR APPROVAL CONSIDERATION

5.1 North Pender Island Local Trust Committee Bylaw Nos. 211 and 212

Vice-Chair Grams spoke to the bylaw amendment regarding the Nu-to-Yu non-profit store.

EC-2018-071

It was Moved and Seconded,

that the Islands Trust Executive Committee approve North Pender Island Local Trust Committee Bylaw No. 211, cited as "North Pender Island Official Community Plan Bylaw No. 171, 2007, Amendment No. 1, 2017", in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

EC-2018-072

It was Moved and Seconded

that the Islands Trust Executive Committee approve North Pender Island Local Trust Committee Bylaw No. 212, cited as "North Pender Island Land Use Bylaw 103, 1996, Amendment No. 1, 2017", in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

5.2 Bowen Island Municipality OCP Amendment Bylaw No. 439

DLPS Marlor reviewed the bylaw amendment on the Grafton Lake Lands.

EC-2018-073

It was Moved and Seconded,

that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 439, cited as "Bowen Island Municipality Official Community Plan Amendment Bylaw No. 439, 2017" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

5.3 Bowen Island Municipality OCP Amendment Bylaw No. 459 & LUB Amendment Bylaw No. 460

DLPS Marlor spoke to bylaw amendment which would re-designate the subject property from R1 to RR.

Chair Busheikin, reading from the report, noted that the Islands Trust Policy Statement does not contain directive policies with regards to First Nations engagement.

EC-2018-074

It was Moved and Seconded,

that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 459, cited as "Bowen Island Municipality Official Community Plan Bylaw No. 282, 2010 Amendment Bylaw No. 459, 2018" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

EC-2018-075

It was Moved and Seconded,

that the Executive Committee advise Bowen Island Municipality that Bylaw No. 460 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 460, 2018" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

5.4 Bowen Island Municipality LUB Amendment Bylaw No. 461

DLPS Marlor spoke to the float home amendment as consistent with the Official Community Plan.

EC-2018-076

It was Moved and Seconded,

that the Executive Committee advise Bowen Island Municipality that Bylaw No. 461 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 461, 2018" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

5.5 Gambier Island Local Trust Committee LUB Amendment Bylaw No. 143

Chair Luckham recognized Planner Zupanec's work on this long running bylaw amendment regarding the extensive proposal on Keats Island.

EC-2018-077

It was Moved and Seconded,

that the Islands Trust Executive Committee approve Gambier Island Local Trust Committee Bylaw No. 143, cited as "Keats Island Land Use Bylaw, 2002, Amendment No. 2, 2016", in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

- 5.6 Denman Island Local Trust Committee LUB Amendment Bylaw No. 225**
Vice-Chair Busheikin reviewed the bylaw amendment report and noted that correspondence from Edina Johnston dated May 1, 2018 had been received for consideration.

EC-2018-078

It was Moved and Seconded,

that the Islands Trust Executive Committee approve Denman Island Local Trust Committee Bylaw No. 225, cited as "Denman Island Land Use Bylaw No. 186, 2008, Amendment No 1, 2017", in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6. TRUST COUNCIL MEETING PREPARATION

6.1 Trust Area Services

none

6.2 Local Planning Services

none

6.3 Administrative Services

none

6.4 Executive

6.4.1 2018 Elections Administration

Legislative Services Manager Theil reviewed the Request for Decision.

Discussions about reaching out to potential candidates via web based information, election inserts and video to inform candidates on supportable running platforms ensued.

EC-2018-079

It was Moved and Seconded,

that the Executive Committee request staff advance the Request for Decision 2018 Elections Administration to the June Trust Council session.

CARRIED

6.4.2 Session Outline Election Best Practices

EC-2018-080

It was Moved and Seconded,

that the Executive Committee request staff advance the Election Best Practices session outline to June Trust Council with the presentation date adjusted accordingly.

CARRIED

6.4.3 June Trust Council Draft Schedule

Logistical considerations and options for trustee travel were discussed.

EC-2018-081

It was Moved and Seconded,

that the Executive Committee request staff investigate the use of a water taxi for trustee transportation to June Trust Council on Saturna.

CARRIED

EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

none

7.2 Executive Committee Initiated

none

8. NEW BUSINESS

8.1 Trust Area Services

8.1.1 LTC Chairs Report on Local Advocacy Topics

Vice-Chair Busheikin reported on current geoduck and aquaculture advocacy issues and noted that action items were getting hung up at the Northern office.

Chair Luckham discussed activity regarding anchorages and the perception that it is a deliverable.

8.1.2 Policy Statement Update – Briefing

DTAS Frater gave a status update.

Issues discussed included:

- Finding common themes as a region, branding,
- Public outreach and workshops – anticipate questions, be prepared,
- Recognizing this is just the preamble of the policy statement and the volume of work to date,
- First Nations engagement and feedback,
- Whether to proceed further in consideration of election timing and other large projects.

8.1.3 FAQ re Abandoned Vessels agency responsibilities

The draft document was reviewed and discussed with regards to removing the section on boat licensing, the wording that “reviews are rarely conducted” and expanding on the section about buoys.

After CAO Hotsenpiller signs off, document distribution could include a Power Point for presentation, posting on the website and hard copies in the offices.

The meeting recessed for a break at 9:50 a.m. and reconvened at 10:00 a.m.

8.2 Local Planning Services

none

8.3 Administrative Services

none

8.4 Executive/Trust Council

8.4.1 Islands Trust Act Prioritized List - Report

CAO Hotsenpiller presented the draft report and conversation ensued on the following:

- Creating a prioritized list before the election;
- Pros and cons of incremental, mostly administrative amendments;
- Majority support, debate and vote needed at Trust Council to move forward;
- The *Islands Trust Act* is legislation that disables rather than enables;
- Hiring a facilitator to manage a review;
- Get feedback on the items that were not chosen to move forward.

EC-2018-082

It was Moved and Seconded,

that the report be forwarded to the June 2018 Trust Council meeting in order to identify a prioritized list of amendments to the *Islands Trust Act* for forwarding to the Ministry of Municipal Affairs and Housing.

CARRIED

The meeting recessed for lunch at 12:00 p.m. and reconvened at 12:27 p.m.

By General Consent, it was agreed to address items 9 and 10 last.

11. CORRESPONDENCE (for information unless raised for action)

11.1 Dorothy Marion Field re Kinder Morgan extension

By General Consent, it was agreed to have staff send a response via email.

11.2 Nicola Bishop re Island Escapades

EC-2018-083

It was Moved and Seconded,

that the Executive Committee request staff to forward this letter to the Salt Spring Island Local Trust Committee for response.

CARRIED

11.3 UBCM - The Compass May 4 & 9, 2018

Received for information.

11.4 Salish Sea Shared Waters Forum - October 3 & 4, 2018

EC-2018-084

It was Moved and Seconded,

that the Executive Committee support the attendance of Chair Luckham and one staff member for the October 3rd and 4th Salish Sea Shared Waters Forum in Bellingham.

CARRIED

- 11.5 Minister Robinson re Islands Trust Conservancy name change
EC-2018-085**
It was Moved and Seconded,
that the Executive Committee request the Chair write and respond with a letter of thanks to Minister Robinson and forward the received letter to the Trust Fund Board and to Trust Council.
- CARRIED**
- 11.6 AVICC Convention Update & UBCM Excellence Awards Deadline**
For information.
- 11.7 Governance Working Group of the Salt Spring Community Alliance
EC-2018-086**
It was Moved and Seconded,
that the Executive Committee sponsor the Chair of Trust Programs Committee to attend June 25th meeting of the Governance Working Group on Salt Spring Island.
- CARRIED**
- 11.8 Positively Forward Group re governance and service delivery**
For information.
- 11.9 Minister Garneau response letter re anchorages
EC-2018-087**
It was Moved and Seconded,
that the Executive Committee request staff forward the letter from Minister Garneau to Trustees and include it in the June Trust Council agenda package.
- CARRIED**
- 11.10 J. Dyson appointed ALC Chair
EC-2018-088**
It was Moved and Seconded,
that the Executive Committee request the Chair write a letter congratulating Agricultural Land Commission Chair Dyson on her new appointment and reiterate the invitation to join Trust Council in June on Saturna.
- CARRIED**
- 11.11 Nicolas re SSI Island Escapades
EC-2018-089**
It was Moved and Seconded,
that the Executive Committee request staff to forward this letter to the Salt Spring Island Local Trust Committee for response.
- CARRIED**
- 11.12 Trustee Masselink re BCPS Innovation Hub
EC-2018-090**
It was Moved and Seconded,
that the Executive Committee request staff invite Trustee Masselink to make an informal evening presentation a June Trust Council regarding the BC Public Service Innovation Hub.
- CARRIED**

12. WORK PROGRAM

12.1 Review and amendment of current work program

Reviewed and received for information.

13. NEXT MEETING

The next meeting of the Executive Committee will be held June 6, 2018 at 8:45 a.m. in the Victoria boardroom.

9. CLOSED MEETING

EC-2018-091

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 Executive Committee closed the meeting to the public at 12:42 p.m. and reconvened in open meeting at 1:13 p.m.

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING (if applicable)

There was no report from the closed session.

14. ADJOURNMENT

By General Consent, the meeting was adjourned at 1:25 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Recorder